

Fun Club
Annual General Meeting
14th September 2017

Agenda

- Apologies
- Approval of minutes for 2016 AGM
- Matters arising from last AGM
- Introductions and Chair's Report (Annie)
- Managers' Report (Evelyn)
- Treasurer's Report (Bryan)
- Questions
- A.O.B

Chairs Report

Before we start I would just like to thank you all for coming to tonight's Annual General Meeting and supporting the Fun Club. The Club and its staff really do rely on this support.

We decided to hold this meeting at the start of the new academic year rather than at the end as usual, to give new members a chance to attend and the opportunity to meet other users of the Fun Club, its staff and trustees. Therefore, I would like to begin tonight's meeting by introducing myself and the rest of the Fun Club Committee. For those that don't know me, my name is Annie and I am a local mum of three girls, two of whom attend the Fun Club. I am the current Chair of the committee having taken over this role from the lovely Judith almost two years ago. In addition to myself Lindsey, Faith, Bryan (our trusty treasurer), Jules and Amanda all volunteer their time to sit on this committee and oversee the running of the Club. I think I speak for everyone when I say we volunteer our time to support the Fun Club because we can all see what a fantastic place this is! What our provision offers is not offered by any other local after school club. We promote an environment where children from different schools and of different ages choose how to spend their time following a busy and structured day at school. Children are given the opportunity to take part in numerous fun and organised activities or learn through free play in a safe and inclusive setting.

We are a charitable incorporated association and keep costs low to remain assessable for all. However, staff salaries remain the biggest running cost and it is, therefore, vital that we keep child numbers up to remain viable. I am pleased to be able to say numbers have increased since our last Annual General Meeting – mainly due to us becoming more proactive and getting more involved with school and community events. Our involvement in such events has enabled us to promote our Club and build on the relationships we have with our local schools and the wider community.

I would ask that you help by continuing to spread the word about our Club and all it has to offer and encourage your friends and fellow parents to give us a try. In addition if anyone here today feels they could spare a little more time to support the Club by becoming a member of the committee please do let us know. New committee members are always welcome and are essential to the ongoing success of our Fun Club.

On that note I will pass you on to the amazing Evelyn for her Managers Report.

Thank you for listening

**Report of the Independent Examiner to the Trustees of After School
Care (Richmond) (the Charity) on the attached Accounts for the year
ended 31 August 2017**

I have examined the attached accounts which have been prepared under the historical cost convention.

Responsibilities of the Trustees for the Financial Statements

The Charities Act 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 Charity and of the surplus or deficit of the Charity for that period. In preparing those financial statements the Executive Committee is required to:

- i) Select suitable accounting policies and then apply them consistently
- ii) Make judgements and estimates that are reasonable and prudent;
- iii) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

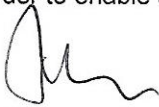
The Trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Basis of independent examiner's report

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



J D Blythe FCA
Chartered Accountant
206 Upper Richmond Road West
East Sheen
London SW14 8AH

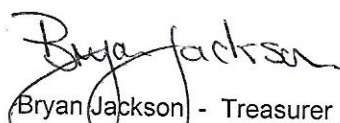
20 October 2017

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2017

| | 2017 £ | 2016 £ |
|-----------------------------|---------------|----------------|
| INCOME | | |
| Fees | 48,890 | 36,898 |
| Donations | 20 | 258 |
| Bank Interest | 4 | 6 |
| | <u>48,914</u> | <u>37,162</u> |
| EXPENSES | | |
| Employee costs | | |
| Staff salary | 36,151 | 32,667 |
| Staff pension | 540 | 470 |
| Premises costs | | |
| Rent & Rates | 3,900 | 4,100 |
| Food | 1,539 | 1,472 |
| Other Expenses | | |
| Administration | 1,313 | 1,456 |
| Bank Charges | | |
| Consumables | 797 | 768 |
| Depreciation | | |
| Depreciation | - | - |
| | <u>44,240</u> | <u>40,933</u> |
| SURPLUS FOR THE YEAR | <u>4,674</u> | <u>(3,771)</u> |

BALANCE SHEET AT 31 AUGUST 2016**Fixed Assets****Current Assets/Liabilities**

| | | |
|-----------------------------------|---------------|---------------|
| Debtors (outstanding fees) | - | - |
| Creditor (Autumn Term in advance) | (2,763) | - |
| Balance at Bank (current) | 11,085 | 3,639 |
| Balance at Bank (deposit) | 9,214 | 9,210 |
| Balance at PayPal | | |
| Cash in Hand | 62 | 75 |
| | <u>17,598</u> | <u>12,924</u> |
| | <u>17,598</u> | <u>12,924</u> |
| Reserves | | |
| Balance brought forward | 12,924 | 16,695 |
| Surplus/(Deficit) for the year | 4,674 | (3,771) |
| | <u>17,598</u> | <u>12,924</u> |


Bryan Jackson - Treasurer


Annie Watson - Chair

20 October 2017

AFTER SCHOOL CARE (RICHMOND)

FIXED ASSETS FOR THE YEAR ENDED 31 AUGUST 2017

FIXED ASSETS

| | Equip £ | Total £ |
|-----------------------------|---------------|---------------|
| Cost | | |
| Balance at 1 September 2016 | 10,461 | 10,461 |
| Additions | 0 | 0 |
| Disposals | <u>0</u> | <u>0</u> |
| Balance at 31 August 2017 | <u>10,461</u> | <u>10,461</u> |
| Depreciation | | |
| Balance at 1 September 2016 | 10,461 | 10,461 |
| Charge for the period | 0 | 0 |
| Less on disposals | <u>0</u> | <u>0</u> |
| Balance at 31 August 2017 | <u>10,461</u> | <u>10,461</u> |
| Net Book Value | | |
| As at 31 August 2017 | <u>0</u> | <u>0</u> |
| As at 31 August 2016 | <u>0</u> | <u>0</u> |