



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day01	01	2017		31	12	2018

Section A Reference and administration details

Charity name

Cambridge Joint Playschemes

Other names charity is known by

None

Registered charity number (if any)

1045987

Charity's principal address

The Vergers Cottage

1 Gog Magog Way, Stapleford

Cambridge

Postcode

CB22 5BQ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David J H Jones	Chairman		
2	David A Knight	Treasurer		
3	Wendy Little	Secretary		
4	Helen V Yeoman			
5	Marley Lagey			
6	Paula Nixon			
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Carol Brown Activities Manager

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

The Charity is governed by a constitution

How the charity is constituted
(eg. trust, association, company)

The charity is managed in accordance with the constitution by the trustees (members of the management committee) The Charity is an unincorporated body.

Trustee selection methods
(eg. appointed by, elected by)

The Trustees have the power to recruit and appoint new Trustees. The Charity has a comprehensive induction pack and facilitates training opportunities for new trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Charity cooperates with other voluntary organisations and statutory bodies, particularly those involved with the provision of services to children and young people with disabilities.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objective of Cambridge Joint Playschemes is to provide leisure activities for children and young people from the age of 8 to 19 with learning difficulties and associated disabilities. We provide a year-round programme of Saturday activities and holiday club programmes during the Easter and Summer school breaks.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees are aware of the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. All children and young people meeting the charity's criteria are eligible for equal access to the leisure activities irrespective of social background, ethnic origin and any other factors. Families can "self- refer" irrespective of whether they receive assistance from social care or other statutory support organisations. Children and young people with learning disabilities and associated disabilities experience enjoyable and fulfilling activities which they might not otherwise be able to access. The provision of transport enables the children in isolated areas or without transport to attend the leisure activities. Families, including siblings, benefit from the respite time that the leisure activities provide. To enable as many children and young people as possible to attend from a diverse range of families, the fees that are charged to families and carers are kept at as low a level as possible and are reviewed on an annual basis.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The Charity has continued with its range of Saturday morning and Holiday Club activities. Feedback from parents and children indicates high levels of satisfaction and enjoyment. Families and carers continue to be very appreciative of both the facilities offered by the Charity and the respite opportunities that the Saturday and Holiday Clubs allow.

During 2018 the Charity increased its Saturday activities to all day due to increased income. Average attendance was between 8-10 children and young people supported by an average of 8 staff and a Manager per session.

The Charity was able to provide successful holiday programmes of activities, one week during the Easter break and two weeks during the Summer break. These programmes were very well supported with up to 20 children attending with very positive feedback from parents and carers.

We plan to continue these Saturday and Holiday Club activities into next year subject to continued adequate funding being available.

Section E

Financial review

Brief statement of the charity's policy on reserves

From the reserves, sufficient resources are held in a separate fund for the Charity to fulfil all its obligations.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

All sources of funds for the Charity come from fundraising. These come from various forms of grants obtained through e.g. Children in Need, Lottery funding and local community funding.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

David Jones

Position (eg Secretary, Chair, etc)

Chairperson

Date

15th October 2019

CAMBRIDGE JOINT PLAYSCHMES

PROFIT AND LOSS ACCOUNT

31st DECEMBER 2018

Charity Number 1045987

Nominal Codes	INCOME GRANTS/DONATIONS	2018		2017	
4006	BBC Children in Need	20,000.00		11,250.00	
4013	Awards for All	10,000.00		0.00	
4104	Cambridge Arts Theatre	2,535.36		2,827.31	
	Cambridgeshire Community Foundation	1,000.00		0.00	
	Ridgeons family Trust	1,000.00		0.00	
4107	Collecting Boxes	300.30		192.21	
4100	Fundraising General Donations	1,810.51		2,565.52	
4108	Virgin Money	720.54		0.00	
			37,366.71		16,835.04
FEES					
4505	Saturday Clubs	2,780.00		618.00	
4502	Easter Playscheme	4,920.00		3,840.00	
4503	Summer Playscheme	10,220.00	17,920.00	8,750.00	13,208.00
4600	Bank Interest		2.96		4.22
4601	COIF Interest		28.50		23.06
	Total Income		£ 55,318.17		£ 30,070.32
EXPENDITURE					
WAGES					
7000	Charity Manager	2,924.59		6,152.80	
6012	Activity Manager	14,094.23		12,221.18	
6011	Playworkers (Saturday Clubs)	1,198.40		673.12	
6008	Playworkers (Easter Playscheme)	2,224.19		2,622.71	
6100	Playworkers (Summer Playscheme)	5,747.49	26,188.90	5,331.56	27,001.37
CONSULTANCY					
6010	Playscheme Consultancy	636.00		0.00	
7004	Finance Consultancy	3,045.00	3,681.00	0.00	
SATURDAY CLUBS					
6806	General Expenses	1,486.79		599.00	
6700	Transport	550.00	2,036.79	270.00	869.00
EASTER PLAYSCHHEME					
6808	General Expenses	504.34		370.28	
6701	Transport	800.00		650.00	
6808	Hire of Granta School	325.00	1,629.34	368.00	1,388.28

CAMBRIDGE JOINT PLAYSCHMES

PROFIT AND LOSS ACCOUNT

31st DECEMBER 2018

Charity Number 1045987

SUMMER PLAYSCHME					
6807	General Expenses	859.52		967.48	
6702	Transport	3,480.00		2,410.00	
6807	Hire Of Granta School	397.50	4,737.02	866.75	4,244.23
TRAINING					
6905	Training	146.88	146.88		
Sub Total		£ 38,419.93		£ 33,502.88	

CAMBRIDGE JOINT PLAYSCHMES

PROFIT AND LOSS ACCOUNT

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Charity Number 1045987

ADMINISTRATIVE EXPENSES

6903	Data Protection	35.00	35.00
6904	Insurance General	788.39	1,109.45
6904	Insurance Trustees	0.00	510.06
6911	DBS Applications	214.40	555.20
7104	Vergers Cottage Rent	1,200.00	1,200.00
7150	Storage Peaks	1,203.34	1,317.60
7201	Sage Payroll	812.16	709.20
7302	CCVS Annual Subscription	30.00	30.00
7303	Stationery	148.84	131.41
7304	Shredding	63.00	0.00
7500	Postage	41.77	236.22
7501	Telephone/Broadband	971.52	971.85
7651	External Examiner	0.00	420.00
7901	Bank Charges	0.00	84.95
8004	Depretiation Office Equipment	0.00	205.36
Sub Total		£ 5,508.42	£ 7,516.30
TOTAL EXPENDITURE		£ 43,928.35	£ 41,019.18
Profit/Loss for 2018		£ 11,389.82	-£ 10,948.86

CAMBRIDGE JOINT PLAYSCHEMES
Charity Number 1045987
ANNUAL ACCOUNT EXAMINATION CERTIFICATE

I have examined the annual accounts for Cambridge Joint Playschemes for year ended 31/12/2018
I am happy that these accounts are a true and accurate reflection of income and expenditure for this period.

Name Gillian Elzack

Signature G. Elzack

Date 30/9/2019