Low Port Out of School Club SCIO

Receipts and Payments Accounts for year ended 31 August 2021

Prior to independent examination by accountant

	20/21	19/20	Movement	Notes
Receipts				
Total Fee Income	94,906	92,297	2,609	Fees from regular sessions in 2020/21 were lower than the previous year, but this was offset by a large increase in fee income
Grants	22,701	18,866	3,835	This includes £10,205 of grants in addition to the job retention scheme
	117,606	**111,163**	**6,443**	
Payments				
Accountancy	2,960	2,510	450	
Affiliation	1,026	646	380	
Agency Staff	449	0	449	
Computer Costs	469	0	469	
Consultancy HR	1,296	1,512	(216)	
Consumables	2,942	2,558	383	
Craft Equipment	678	864	(187)	
Equipment & Toys	856	1,143	(287)	
Insurances	523	668	(145)	
Other Professional Services	3,812	2,621	1,191	This increase is a result of fees for Job Retention Scheme calculations (timing of billing means this includes some fees for the initial 2020 closure)
Phone Costs	992	783	209	
Printing, Postage and Stationery	193	201	(7)	
Purchases	1,249	16	1,233	
Salaries	115,201	97,147	18,054	See Key Points below for details
Staff Training	1,004	1,171	(167)	
Staff Uniforms	574	321	254	
Trips	2,401	4,383	(1,982)	Covid-19 restrictions resulted in fewer trips in 2020/21
Website and Hosting	59	81	(22)	
Other	252	712	(460)	
	136,936	**117,337**	**19,599**	
Surplus / (Deficit)	**(19,330)**	**(6,174)**	**(13,156)**	
Assets				
Bank balance	48,224	67,668		
Cash	119	4		
	48,343	**67,672**		
Representing				
Opening balance at 1 Sept	67,672	73,845		
Add surplus/deficit for year	(19,330)	(6,174)		
Closing balance as at 31 Aug	**48,343**	**67,671**		

Key Points
* In 2020/21 the club made a loss of £19,330, this is compared to a loss of £6,174 in 2019/20. The ongoing impact of Covid-19, in addition to increased costs, explains this increased loss.
* As a result of the restrictions in response to Covid-19, the club was closed from Christmas 2020 to 15th March 2020. All staff apart from the operational coordinator were furloughed over this period, although continued to receive their full salary. The club used the Job Retention Scheme to reclaim the eligible portion of the salaries whilst staff were furloughed.
* The overall driver of increased expenditure in 2020/21 was increased staff costs. This resulted from a number of factors including: increased staff to accommodate an increase in capacity from 64 to 70 children; changes to staff pay to take account of increased holiday entitlement after an HR review of staff contracts; an increase to pay rates in line with the percentage increase in the real living wage.
* In addition to the job retention scheme, the club sucessfully applied for a series of grants, totalling £10,205, to support out of school care with the financial impact of Covid-19.
* Unlike 2019/20, the Covid-19 related club closure did not impact on 2020/21 holiday clubs running at Easter and over the summer. This year, for the first time, the club offered sessions through out the summer holidays, with good overall demand for this service.
* As a result of the loss this year, reserves have substantially decreased to £48,343. Our reserves policy is to keep three months running costs and redundancy costs in reserve, to cover these costs in the eventuality of closure. This was around £44,000 in 2020/21.
* These accounts are calculated on a cash basis, so only reflect reciepts and payments between 1 Sept 2020 and 31 Aug 2021. Therefore it is subject to the timing of fees being paid and costs incurred.
* These accounts are draft accounts, prior to indpendent examination by an accountant

Outlook for 2021/22
* Covid-19 has had a huge financial impact on the club. Prior to the pandemic, the club had high and increasing levels of reserves. This led the trustees to reduce some fees with the aim of reducing the overall level of reserves. The losses as a result of the two extended closures of the club due to Covid-19, and the subsequent impact on reserves, means that trustees have had to take the difficult decision to increase fees in 2021/22 to help protect the financial future of the club.
* Projections based on patterns of attendance in June 2021, indicate the club will make a modest surplus in 2021/22. This is based on fees for regular sessions and does not take account of changing patterns of attendance, ad-hoc sessions, or holiday club (which has historically been broadly neutral financially). The ongoing risk of Covid-19 means there is continued uncertainty about any future restrictions which may impact the club. Although the club continues to have reserves, these are now close to the limit of the reserves policy.
* The club continues to follow Care Inspectorate guidelines to manage the risks of Covid-19. This has resulted in the cohort system continuing to be used from the start of term. The club will continue to follow this guidance and make any necessary changes as guidance evolves.