CHARITY COMMISSION
FOR ENGLAND AND WALES

# Trustees' Annual Report for the period

From 01/09/2021 To 31/08/2022

**Charity name: CLWB CEFN**

**Charity registration number: 1182945**

**WORKING DRAFT - yellow-highlighted fields must be checked/completed before trustee approval and submission.**

## Objectives and Activities

| | SORP reference | |
|---|---|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | Clwb Cefn exists to provide accessible, affordable and good-quality childcare and play opportunities for children, including wrap-around care, while supporting parents and carers who are working, studying or training. The provision aims to support children's emotional, social and physical development. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | During the period the charity provided childcare and play provision for local children through its playgroup and after-school provision at Ysgol Cefn Meiriadog. Children were offered a range of age-appropriate play, creative, social and outdoor activities in a safe and welcoming environment. The service also enabled parents and carers to access reliable childcare around school and working hours. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The trustees confirm that, in planning and reviewing the charity's activities, they have had regard to the Charity Commission's guidance on public benefit. The trustees consider that the provision of accessible childcare and play opportunities benefits children and families within the local community. |

**Additional information (optional)**

You may choose to include further statements where relevant about:

| | SORP reference | |
|---|---|---|
| Policy on grant making | Para 1.38 | Not applicable - the charity is not primarily a grant-making charity. |
| | | Not applicable. |

| | | |
|---|---|---|
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | The charity benefits from the time given by its volunteer trustees in overseeing governance, finance and the general management of the charity. |
| Other | | |

## Achievements and Performance

| | SORP reference | |
|---|---|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | The charity continued to provide accessible childcare and play opportunities for children and families in the local community. The provision supported children to play, socialise and develop in a safe environment and helped parents and carers by providing childcare around school and working hours. During the year the provision also underwent a period of development, including a change in management, staff training and investment in new resources for the children. These developments helped to strengthen the staff team and improve the range and quality of play and learning opportunities available to children. |

**Additional information (optional)**
You may choose to include further statements where relevant about:

| | | |
|---|---|---|
| | | The charity continued to deliver childcare in line with its purpose of supporting children and families in the local community. Investment was made in staff development and resources, and management arrangements were |

| | | |
|---|---|---|
| Achievements against objectives set | Para 1.41 | refreshed during the year. This supported the charity's objective of maintaining a safe, welcoming and stimulating childcare environment. |
| Performance of fundraising activities against objectives set | Para 1.41 | No Applicable |
| Investment performance against objectives | Para 1.41 | Not applicable |
| Other | | |

# Financial Review

| | | |
|---|---|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | ACCOUNTANT / TRUSTEES TO COMPLETE from the approved accounts for the year ended 31/08/2022. Include a short summary of income, expenditure, year-end funds and whether the charity remained financially sustainable. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | TO CONFIRM: insert the reserves policy that applied during 2021/22 and explain why reserves were held, for example to protect continuity of childcare and meet staffing and operating commitments. |
| Amount of reserves held | Para 1.22 | ACCOUNTANT TO CONFIRM the amount of free reserves held at 31/08/2022. |
| Reasons for holding zero reserves | Para 1.22 | Not applicable if the charity held reserves. Accountant to confirm. |
| Details of fund materially in deficit | Para 1.24 | None |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | No Concerns |

**Additional information (optional)**

You may choose to include further statements where relevant about:

| | | |
|---|---|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | The charity's principal income was generated from fees paid for childcare sessions, together with any childcare funding, grants or fundraising income received during the year. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | "Not applicable". |
| A description of the principal risks facing the charity | Para 1.46 | Principal risks include maintaining sufficient income and occupancy to meet operating costs, staffing and recruitment, safeguarding, health and safety, and maintaining compliance with childcare and charity requirements. Trustees manage these risks through oversight, policies, procedures, risk assessments and financial monitoring. |

| | | |
|---|---|---|
| Other | | |

## Structure, Governance and Management

| | | |
|---|---|---|
| Description of charity's trusts: | | |
| Type of governing document<br><br>(trust deed, royal charter) | Para 1.25 | Constitution of a Charitable Incorporated Organisation (CIO) - Association model. |
| How is the charity constituted?<br><br>(e.g unincorporated association, CIO) | Para 1.25 | Charitable Incorporated Organisation (CIO) - Association CIO. |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are appointed or elected in accordance with the charity's constitution. |

**Additional information (optional)**
You may choose to include further statements where relevant about:

| | | |
|---|---|---|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | New trustees were provided with the governing document and information about their legal duties and the charity's policies and procedures. |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The trustees were responsible for the governance and strategic oversight of the charity. Day-to-day childcare provision was delivered by the staff team under the relevant management arrangements. Clwb Cefn operated from Ysgol Cefn Meiriadog and worked with the school and local families while remaining a separate charitable organisation. |
| Relationship with any related parties | Para 1.51 | None |

| | | |
|---|---|---|
| | | |
| Other | | |

## Reference and Administrative details

| | |
|---|---|
| Charity name | CLWB CEFN |
| Other name the charity uses | Clwb Cefn |
| Registered charity number | 1182945 |
| Charity's principal address | Ysgol Cefn Meiriadog<br>Groesffordd Marli<br>Abergele<br>Denbighshire<br>LL22 9DS<br><br>. |
| | |

## 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 | Laura Evans | Chair | | |
| | 2 | Laura Martin | | | |
| | 3 | Julie Holmes | | | |
| | 4 | Stephan Roberts | | | |
| | 5 | | | | |
| | 6 | | | | |
| | 7 | | | | |
| | 8 | | | | |
| | 9 | | | | |
| | 10 | | | | |
| | 11 | | | | |
| | 12 | | | | |
| | 13 | | | | |
| | 14 | | | | |
| | 15 | | | | |
| | 16 | | | | |
| | 17 | | | | |
| | 18 | | | | |
| | 19 | | | | |
| | 20 | | | | |

Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

## Funds held as custodian trustees on behalf of others

| | |
|---|---|
| Description of the assets held in this capacity | Not applicable, unless the charity held assets as custodian trustee for another charity. |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | Not applicable. |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | Not applicable. |

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

| | **Type of adviser** | **Name** | **Address** |
|---|---|---|---|
| | | | Accountant / independent examiner |
| | | | |
| | | | |
| | | | |
| | **Name of chief executive or names of senior staff members (Optional information)** | | |
| | | | |

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

## Other optional information

## Declarations

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

**Signed on behalf of the charity's trustees**

| | | | |
|---|---|---|---|
| | **Signature(s)** | Laura Evans | |
| | **Full name(s)** | Laura Evans | |
| | **Position (eg Secretary, Chair, etc)** | Chair | |
| | **Date** | 31/08/2022 | |