



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	Sept	2019		31	August	2020

Section A Reference and administration details

Charity name Boscastle Pre-School Playgroup

Other names charity is known by Boscastle Playschool

Registered charity number (if any) 1023541 HMRC Charity Number ZD00288

Charity's principal address Boscastle Playschool , Top School, Fore Street Boscastle

Postcode PL35 0AU

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	Steve Coom	Chair		
2	Lara Tucker	Committee		
3	Miss Oxenbury	School Liaison		
4	Hannah Richardson	Treasurer		
5	Lyn Lockyear	Committee		
6	Bethan Allen	Committee		
7	Lisa Hinkenbottom	Secretary		
8	Meg Edwards	Committee		
9	Tracey Patrick	Committee		
10	Becky Walker	Committee		
11				
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20				

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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	PPA Playgroup Constitution 1991
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by Committee

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.

Our policies and procedures are available at reception and on our website and we encourage our parents and carers to read them.

We have clear risk assessments for every situation that are upheld without fail, ensuring risk is managed and minimised without inhibiting opportunities for the children.

Section C Objectives and activities

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

To provide high standards of care to 32 children aged 0-5 giving 3-5 year olds the funded entitlement (and some 2 year old entitlement where applicable) required by Ofsted.

As a village pre-school our vision is to provide the warm, safe and caring atmosphere that young children need so that they can fully benefit from the exploration of themselves and the world around them.

Our aim is to provide a warm, welcoming, safe, educational and fun environment that promotes learning, self-confidence, empathy and

awareness for all our children, whilst supporting them and their families during their time with us and beyond with their transition to school.

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)

- Providing a warm, comfortable and interesting environment
- Treating the children and each other with care and respect
- Listening to parents, encouraging their involvement and valuing their contributions
- Observing and assessing individual needs and abilities and providing for them
- Providing a wide range of activities and experiences involving exploration and experimentation
- Providing on-going opportunities for conversation, explanation, stories, poems, role-play and word play.
- Maintaining a balance of constants to provide security
- Providing a variety to promote interest and adaptability
- Promoting creative thinking in all seven learning areas
- Valuing effort as much as success
- Valuing and contributing towards own health and well being
- Empowering by giving choices and enabling by giving support.

Additional details of objectives and activities (Optional information)

As a small charity we are very dependent on the goodwill of parents and interested members of our community.

Many work with us on a regular basis offering ideas, expertise, and contributions of equipment, time and fundraising.

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

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

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Year 2000 gave the world a new challenge – COVID19 arrived!

The Playschool was obviously closed as prescribed by Government guidelines, staff were furloughed as appropriate, and Cornwall Council assisted in the running of the Playschool with a grant. No Staff were made redundant and thanks to specific individuals the play school was kept viable even during lockdown.

We continue to provide full day care, sessional care, breakfast club, afterschool club and holiday club, and opening for fifty weeks of the year (excluding bank holidays).

Being one of only a few settings to provide full day care and holiday care has meant we have been close to capacity throughout the year. Competition has increased but we are still close to our complement throughout the year.

Added to our animal collections with Hens (male and female), the eggs leading to a whole raft of opportunities for learning. The life cycle of the animals has been part of the learning experience and with a hen dying as well as Guinea pigs being added provides excellent opportunities to extend the children's experiences of the world.

The flat play area in the valley (by our stream) has a play house and has continued to increase role playing

Tapestry (EYFS software) has continued to improve our analysis and data collection to ensure the children achieve as much as they can in relation to their starting points, whilst still maintaining our personal approach of knowing our children.

Section E Financial review

Brief statement of the charity's policy on reserves

Reserves are held for anticipated emergency repairs also for long term improvements.

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.

Section F Other optional information

Boscattle Play School (Boscattle Preschool Play School as it was when we started) was first established in 1969 and has run continuously since. With thanks to family services and Boscattle CP school we were able to design our own setting using the old site of the church hall and moved in during October 2010. Our facilities are second to none as the setting was designed purposely for our children to learn through free flow play.

The outside area has several different levels, the lowest is a well-established wooded area in the Jordan Valley with a small stream, where our children have supervised access and have wonderful adventures learning about nature, animals and the seasons. On the next level we have a productive garden (created in conjunction with the Eden Project) with raised beds which have recently been refurbished (Feb 2017) for the children to plant, grow and ultimately eat their own produce. Directly outside our building is an enclosed area with purpose-built play houses, sandpit and various ride-ons. Also, we have 4 guinea pigs and 2 chickens which the children help to care for.

Inside we have a large open plan area for the children to play, learn and create. We also like to get out and about in the local community and if the weather doesn't permit we go down to the community centre on a Wednesday morning to do some sports and exercise whilst the playschool itself is used for our baby and toddler group.

We are in a quiet residential area in very close proximity to the primary school, which we have strong links with. Our School Liaison is the reception Class Teacher. We utilise the school canteen which provide school dinners for our children who would like one and encourage them to make their own choices from the menu.

Our opening hours are 8am to 5.30pm; (breakfast club is available everyday) we are open 50 weeks of the year and only close for bank holidays and Christmas. We try to be flexible around child care needs and so provide full day care, sessions and just the odd few hours. We can provide for 20 children at any one time and we currently have 21 children on our register ranging from 2 to almost 5 years old. We offer 2,3 & 4 year old funding for those eligible and extended hours (30 hours) funding as part of the current initiative.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Steve Coom	
Full name(s)	Steven Coom	
Position (eg Secretary, Chair, etc)	Chair	
Date	28 th June 2021	

Bank Reconciliation for Boscastle Play School

BANK ACCOUNT BALANCE	£
Opening Balance	£ 31,194.99
Receipts Paid In	£ 89,822.12
Payments Paid Out	£ 75,360.30
Closing Balance	£ 45,656.81

BANK RECONCILIATION	£
Current Account Statement Page: 21 Closing Balance: £ 34,060.43	
Unpresented Credits	£ -
Unpresented Debits	£ -
Unpresented Previous Year	£ -
Closing Balance	£ 34,060.43
Deposit Account Statement Page: Closing Balance: £ 11,596.38	
Closing Funds	£ 45,656.81
Unreconciled Amount:	£ -

Agrees to Summary Sheet	
Opening Balances Agree?	YES
Closing Balances Agree?	YES

Petty Cash Balances

Opening Balance as Summary	
Closing Balance as Summary	

Financial Year Ending: 31/08/2020

OPENING BALANCES FOR YEAR		£
Current Account Statement	Page: <input type="text"/>	Opening Balance: £ 19,943.91
Deposit Account Statement	Page: <input type="text"/>	Opening Balance: £11,251.08
Previous Year Cheques outstanding at Year End		
Cheque No:	Amount	Presented
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Agrees to Summary by Fund Sheet	
Opening Balances Agree?	YES
Closing Balances Agree?	YES

Agrees to Summary by Month Sheet

Opening Balances Agree?	YES
Closing Balances Agree?	YES

Summary of Receipts & Payments**Boscastle Play School****For period to:****31/08/2020**

Receipts	Bank	Petty Cash	Total
Donations	£ -	£ -	£ -
Grants	£ 17,610.09	£ -	£ 17,610.09
Bank Interest	£ -	£ -	£ -
Fees	£ 23,917.73	£ -	£ 23,917.73
Funding	£ 47,280.18	£ -	£ 47,280.18
Refunds	£ -	£ -	£ -
Transfers	£ 574.70	£ -	£ 574.70
petty cash	£ -	£ 439.42	£ 439.42
bank loyalty	£ -	£ -	£ -
	£ -	£ -	£ -
	£ -	£ -	£ -
	£ 89,822.12		£ 89,822.12

Payments	Bank	Petty Cash	Total
Salaries	£ 66,912.11	£ -	£ 66,912.11
Staff Training & Other Costs	£ 284.00	£ -	£ 284.00
Rent	£ 400.00	£ -	£ 400.00
Insurance	£ 662.18	£ -	£ 662.18
Admin & Stationery Costs	£ 662.55	£ -	£ 662.55
Publicity & Marketing	£ 85.75	£ -	£ 85.75
Utilities	£ 1,773.34	£ -	£ 1,773.34
Volunteer Costs	£ -	£ -	£ -
General Supplies	£ 586.57	£ -	£ 586.57
Subscriptions	£ 625.63	£ -	£ 625.63
Professional Fees	£ 468.00	£ -	£ 468.00
Pension	£ 1,720.50	£ -	£ 1,720.50
Transfers	£ 114.70	£ -	£ 114.70
Maintainence	£ 625.55	£ -	£ 625.55
Refund	£ -	£ -	£ -
Bank Charges	£ -		£ -
Petty Cash	£ -	£ 439.42	£ 439.42
	£ 74,920.88	£ 439.42	£ 75,360.30

Current Surplus (Deficit)	£ 14,901.24	-£ 439.42	£ 14,461.82
Funds Brought Forward	£ 31,194.99	£ -	£ 31,194.99
Funds Carried Forward	£ 46,096.23	£ 100.00	£ 45,656.81



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

Report to the trustees/
members of

BOSCASTLE PLAY SCHOOL

On accounts for the year
ended

31/08/2020

Charity no
(if any)

1023541

Set out on pages

SPREADSHEETS ON VYCOUNT20

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention ~~(other than that disclosed below*)~~ in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Simon Buxton

Date:

25/05/2021

Name:

SIMON BUXTON

Relevant professional
qualification(s) or body
(if any):

Address:

9, GREENHILLS, CAMELFORD
CORNWALL PL32 9UG.

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.