



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	Sept	2020		31	August	2021

## 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	Lisa Hinkenbottom	Treasurer		
5	Lyn Lockyear	Committee		
6	Bethan Allen	Committee		
7	Louise Smith	Secretary		
8	Meg Edwards	Committee		
9	Tracey Patrick	Committee		
10	Becky Walker	Committee	Resigned February 2021	
11				
12				
13				
14				
15				
16				
17				
18				
19				
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

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### Summary of the main achievements of the charity during the year

A difficult year with the very low numbers of children making it a very challenging year. The low numbers are directly related to the affects of Covid the previous year and into this one. Few chances to reach out to parents of younger children, few if any social events for word of mouth recommendations, the social framework was on hold – as was the sending of children to playschool environments.

The Playschool has survived on the extreme good will of staff, with staff taking cuts in working hours but also covering on a voluntary basis to keep the setting running for those children that were attending.

Numbers are now increasing, and we are more hopeful for the future.

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).

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 playhouse 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

Bosccastle Play School (Bosccastle 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 Bosccastle 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** 13<sup>th</sup> July 2022

<b>Summary of Receipts &amp; Payments</b>	
<b>Boscastle Play School</b>	
<b>For period to:</b>	
<b>31/08/2021</b>	

<b>Receipts</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Donations	£ -	£ -	£ -
Grants	£ 12,619.75	£ -	£ 12,619.75
Bank Interest	£ -	£ -	£ -
Fees	£ 21,886.85	£ -	£ 21,886.85
Funding	£ 29,806.77	£ -	£ 29,806.77
Refunds	£ 106.50	£ -	£ 106.50
Transfers	£ -	£ -	£ -
petty cash			£ -
bank loyalty	£ -	£ -	£ -
	£ -	£ -	£ -
	£ -	£ -	£ -
	<b>£ 64,419.87</b>		<b>£ 64,419.87</b>

<b>Payments</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Salaries	£ 71,025.77	£ -	£ 71,025.77
Staff Training & Other Costs	£ 232.00	£ -	£ 232.00
Rent	£ -	£ -	£ -
Insurance	£ 769.92	£ -	£ 769.92
Admin & Stationery Costs	£ 837.06	£ -	£ 837.06
Publicity & Marketing	£ -	£ -	£ -
Utilities	£ 2,331.19	£ -	£ 2,331.19
Volunteer Costs	£ -	£ -	£ -
General Supplies	£ 2,021.07	£ -	£ 2,021.07
Subscriptions	£ 782.49	£ -	£ 782.49
Professional Fees	£ 9.89	£ -	£ 9.89
Pension	£ 1,495.35	£ -	£ 1,495.35
Transfers	£ -	£ -	£ -
Maintainence	£ 233.88	£ -	£ 233.88
Refund	£ 288.00	£ -	£ 288.00
Bank Charges	£ -		£ -
Petty Cash			£ -
	<b>£ 80,026.62</b>	<b>£ -</b>	<b>£ 80,026.62</b>

<b>Current Surplus (Deficit)</b>	<b>-£ 15,606.75</b>	<b>£ -</b>	<b>-£ 15,606.75</b>
<b>Funds Brought Forward</b>	<b>£ 45,656.81</b>		<b>£ 45,656.81</b>
<b>Funds Carried Forward</b>	<b>£ 30,050.06</b>		<b>£ 30,050.06</b>





# 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

Charity Name

BOSCASTLE PLAY SCHOOL

On accounts for the year  
ended

31/08/2021

Charity no  
(if any)

1023541

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021.

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:

S. Buxton

Date:

5/7/22

Name:

SIMON BUXTON

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

Address:

9, GREENHILLS, CAMELFORD  
CORNWALL PL32 9UG.