

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 August 2020  
for  
SEEND PLAYGROUP**

Blomfields  
The Courtyard  
33 Duke Street  
Trowbridge  
Wiltshire  
BA14 8EA

**SEEND PLAYGROUP**

**Contents of the Financial Statements  
FOR THE YEAR ENDED 31 AUGUST 2020**

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**SEEND PLAYGROUP**  
**Report of the Trustees**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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The trustees present their report with the financial statements of the charity for the year ended 31 August 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The charity's main objectives are to enhance the care, development and education of children under statutory school age, in a parent-involving community based group and to provide a safe and stimulating environment.

### **Significant activities**

The trustees are aware of the need to provide a service that is in line with the childcare requirements of local parents, so that we attract new attendees to the group and ensure the future running of the charity. In September 2019 the Tuesday opening hours were extended.

Our service provides:

- Activities leading to approved early learning goals
- Individual care and attention made possible by a high ratio of adults to children
- Indoor and outdoor learning and visits in the local area including to a community farm and the fire station

The playgroup is registered with ofsted.

### **Public benefit**

In setting the charities objectives and planning its activities, the board of trustees has given careful consideration to the Charity Commission's general guidance on public benefit.

## **FINANCIAL REVIEW**

### **Reserves policy**

The Charity has a policy to maintain adequate reserves in order to fulfil its functions for a period after any loss of income.

In accordance with this policy, there is an allocation to restrict £18,680 of reserves as a redundancy fund to cover wages. The remaining unrestricted reserves stand at 61% of the remaining annual expenditure, therefore the total reserves are considered sufficient to cover 7 months of running costs.

During the year the Charity received grants which covered the major expenditure. After fees received, donations and other fundraising activities, there was a surplus for the year of £8,897 (2019 deficit £3,416).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

### **Recruitment and appointment of new trustees**

The Trustees are elected at the annual general meeting by the members of the organisation who are Trustees and service users who have elected to become full members of the charity.

### **Induction and training of new trustees**

New trustees undergo a briefing session on the working of the organisation and they have induction training. They are given information on the obligations of being a trustee, including employer responsibilities. They are provided with the Business and Strategic Plans, most recent minutes of Trustee Board meetings, budgets and financial reports. They are offered training on financial management, employer responsibility and trusteeship. All trustees are checked by Ofsted for suitability.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Charity number**

1024519

### **Principal address**

Sue Taylor  
450 Bowerhill Lane  
Melksham  
Wiltshire  
SN12 6RA

**SEEND PLAYGROUP**  
**Report of the Trustees**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Trustees**

L Awdry	Secretary and Treasurer
K Goodier	
A Plumb	Resigned as Secretary 28/11/2018
Mrs E Futter	Chairperson
E Dick	Trustee
R Downham	Trustee
E Braney	Trustee
E Dagnall	Trustee
R Dick	Playgroup leader

**Independent examiner**

Blomfields  
The Courtyard  
33 Duke Street  
Trowbridge  
Wiltshire  
BA14 8EA

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Mrs E Futter - Trustee

**Independent Examiner's Report to the Trustees of  
Seend Playgroup**

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**Independent examiner's report to the trustees of Seend Playgroup**

I report to the charity trustees on my examination of the accounts of the Seend Playgroup (the Trust) for the year ended 31 August 2020.

**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 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Mr Stephen Foster  
Blomfields  
The Courtyard  
33 Duke Street  
Trowbridge  
Wiltshire  
BA14 8EA

Date: .....

SEEND PLAYGROUP

Statement of Financial Activities  
FOR THE YEAR ENDED 31 AUGUST 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		9,376	-	9,376	13,186
<b>Charitable activities</b>					
WCC Grants & Milk		28,619	-	28,619	11,637
Other trading activities	2	1,294	-	1,294	1,421
<b>Total</b>		<b>39,289</b>	<b>-</b>	<b>39,289</b>	<b>26,244</b>
<b>EXPENDITURE ON</b>					
Raising funds	3	30,390	-	30,390	29,654
Other		2	-	2	6
<b>Total</b>		<b>30,392</b>	<b>-</b>	<b>30,392</b>	<b>29,660</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>8,897</b>	<b>-</b>	<b>8,897</b>	<b>(3,416)</b>
Transfers between funds	12	(2,700)	2,700	-	-
<b>Net movement in funds</b>		<b>6,197</b>	<b>2,700</b>	<b>8,897</b>	<b>(3,416)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		8,971	15,980	24,951	28,367
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>15,168</b>	<b>18,680</b>	<b>33,848</b>	<b>24,951</b>

The notes form part of these financial statements

**SEEND PLAYGROUP**

**Statement of Financial Position  
AT 31 AUGUST 2020**

		Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
	Notes				
<b>FIXED ASSETS</b>					
Tangible assets	8	7	-	7	9
<b>CURRENT ASSETS</b>					
Stocks	9	1,000	-	1,000	1,000
Debtors	10	-	-	-	138
Cash at bank and in hand		14,864	18,680	33,544	24,064
		<u>15,864</u>	<u>18,680</u>	<u>34,544</u>	<u>25,202</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11	(703)	-	(703)	(260)
<b>NET CURRENT ASSETS</b>		<u>15,161</u>	<u>18,680</u>	<u>33,841</u>	<u>24,942</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>15,168</u>	<u>18,680</u>	<u>33,848</u>	<u>24,951</u>
<b>NET ASSETS</b>		<u><u>15,168</u></u>	<u><u>18,680</u></u>	<u><u>33,848</u></u>	<u><u>24,951</u></u>
<b>FUNDS</b>	12				
Unrestricted funds				15,168	8,971
Restricted funds				18,680	15,980
<b>TOTAL FUNDS</b>				<u><u>33,848</u></u>	<u><u>24,951</u></u>

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

.....  
Mrs E Futter -Trustee

The notes form part of these financial statements

**Notes to the Financial Statements  
FOR THE YEAR ENDED 31 AUGUST 2020**

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**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Where practicable, gifts in kind donated for distribution to the beneficiaries of the charity are included in stock and donations in the financial statements upon receipt. If it is impracticable to assess the fair value at receipt or if the costs to undertake such a valuation outweigh any benefits, then the fair value is recognised as a component of donations when it is distributed and an equivalent amount recognised as charitable expenditure.

Gifts in kind donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. Where estimating the fair value is practicable upon receipt it is recognised in stock and 'Income from other trading activities'. Upon sale, the value of the stock is charged against 'Income from other trading activities' and the proceeds are recognised as 'Income from other trading activities'. Where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

Fixed asset gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

The charity receives government grants in respect of insert detail. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.



## SEEND PLAYGROUP

### Notes to the Financial Statements - continued FOR THE YEAR ENDED 31 AUGUST 2020

#### 1. ACCOUNTING POLICIES - continued

##### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on reducing balance
Computer equipment	- 33% on cost

##### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

##### Taxation

The charity is exempt from tax on its charitable activities.

##### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

##### Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the company will comply with conditions attaching to them and the grants will be received using the performance/accrual model.

#### 2. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Fundraising events	<u>1,294</u>	<u>1,421</u>

#### 3. RAISING FUNDS

##### Raising donations and legacies

	2020	2019
	£	£
Equipment, toys and consumables	849	14
Outings and activities	-	11
Support costs	<u>29,097</u>	<u>29,629</u>
	<u>29,946</u>	<u>29,654</u>

# SEEND PLAYGROUP

## Notes to the Financial Statements - continued FOR THE YEAR ENDED 31 AUGUST 2020

### 3. RAISING FUNDS - continued

#### Other trading activities

	2020 £	2019 £
Opening stock	1,000	1,000
Closing stock	(1,000)	(1,000)
Support costs	444	-
	<u>444</u>	<u>-</u>

Aggregate amounts	<u>30,390</u>	<u>29,654</u>
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### 4. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Raising donations and legacies	28,295	802	29,097
Other trading activities	170	274	444
	<u>28,465</u>	<u>1,076</u>	<u>29,541</u>

### 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2020 nor for the year ended 31 August 2019 .

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2020 nor for the year ended 31 August 2019 .

### 6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2020 4	2019 4
Staff	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

### 7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	13,186	-	13,186
<b>Charitable activities</b>			
WCC Grants & Milk	11,637	-	11,637
Other trading activities	1,421	-	1,421
<b>Total</b>	<u>26,244</u>	<u>-</u>	<u>26,244</u>

SEEND PLAYGROUP

Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 AUGUST 2020

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
<b>EXPENDITURE ON</b>			
Raising funds	24,782	4,872	29,654
Other	6	-	6
<b>Total</b>	<b>24,788</b>	<b>4,872</b>	<b>29,660</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>1,456</b>	<b>(4,872)</b>	<b>(3,416)</b>
Transfers between funds	(4,202)	4,202	-
Net movement in funds	(2,746)	(670)	(3,416)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	11,717	16,650	28,367
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>8,971</b>	<b>15,980</b>	<b>24,951</b>

8. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
<b>COST</b>			
At 1 September 2019 and 31 August 2020	1,379	2,277	3,656
<b>DEPRECIATION</b>			
At 1 September 2019	1,370	2,277	3,647
Charge for year	2	-	2
At 31 August 2020	1,372	2,277	3,649
<b>NET BOOK VALUE</b>			
At 31 August 2020	7	-	7
At 31 August 2019	9	-	9

9. STOCKS

	2020 £	2019 £
Stocks	1,000	1,000

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other debtors	-	138

## SEEND PLAYGROUP

Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 AUGUST 2020

## 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Taxation and social security	199	30
Other creditors	504	230
	<u>703</u>	<u>260</u>

## 12. MOVEMENT IN FUNDS

	At 1.9.19 £	Net movement in funds £	Transfers between funds £	At 31.8.20 £
<b>Unrestricted funds</b>				
General fund	8,971	8,897	(2,700)	15,168
<b>Restricted funds</b>				
Redundancy Fund	15,980	-	2,700	18,680
<b>TOTAL FUNDS</b>	<u>24,951</u>	<u>8,897</u>	<u>-</u>	<u>33,848</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	39,289	(30,392)	8,897
<b>TOTAL FUNDS</b>	<u>39,289</u>	<u>(30,392)</u>	<u>8,897</u>

## Comparatives for movement in funds

	At 1.9.18 £	Net movement in funds £	Transfers between funds £	At 31.8.19 £
<b>Unrestricted Funds</b>				
General fund	11,717	1,456	(4,202)	8,971
<b>Restricted Funds</b>				
Redundancy Fund	16,650	(4,872)	4,202	15,980
<b>TOTAL FUNDS</b>	<u>28,367</u>	<u>(3,416)</u>	<u>-</u>	<u>24,951</u>

SEEND PLAYGROUP

Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 AUGUST 2020

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	26,244	(24,788)	1,456
<b>Restricted funds</b>			
Redundancy Fund	-	(4,872)	(4,872)
<b>TOTAL FUNDS</b>	<u>26,244</u>	<u>(29,660)</u>	<u>(3,416)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.18 £	Net movement in funds £	Transfers between funds £	At 31.8.20 £
<b>Unrestricted funds</b>				
General fund	11,717	10,353	(6,902)	15,168
<b>Restricted funds</b>				
Redundancy Fund	16,650	(4,872)	6,902	18,680
<b>TOTAL FUNDS</b>	<u>28,367</u>	<u>5,481</u>	<u>-</u>	<u>33,848</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	65,533	(55,180)	10,353
<b>Restricted funds</b>			
Redundancy Fund	-	(4,872)	(4,872)
<b>TOTAL FUNDS</b>	<u>65,533</u>	<u>(60,052)</u>	<u>5,481</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2020.

SEEND PLAYGROUP

Detailed Statement of Financial Activities  
FOR THE YEAR ENDED 31 AUGUST 2020

	2020 £	2019 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	55	157
Admissions	9,321	13,029
	<u>9,376</u>	<u>13,186</u>
<b>Other trading activities</b>		
Fundraising events	1,294	1,421
<b>Charitable activities</b>		
Grants	26,983	11,637
HMRC grants	1,636	-
	<u>28,619</u>	<u>11,637</u>
<b>Total incoming resources</b>	<b>39,289</b>	<b>26,244</b>
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Equipment, toys and consumables	849	14
Outings and activities	-	11
	<u>849</u>	<u>25</u>
<b>Other trading activities</b>		
Opening stock	1,000	1,000
Closing stock	(1,000)	(1,000)
	<u>-</u>	<u>-</u>
<b>Other</b>		
Plant and machinery	2	3
Computer equipment	-	3
	<u>2</u>	<u>6</u>
<b>Support costs</b>		
<b>Management</b>		
Wages	25,261	25,944
Rent	1,700	1,500
Insurance	621	605
Telephone	60	50
Postage and stationery	37	40
Courses and training	120	-
Sundries	296	37
Gifts	312	37
Website	58	105
	<u>28,465</u>	<u>28,318</u>

This page does not form part of the statutory financial statements

**SEEND PLAYGROUP**

**Detailed Statement of Financial Activities  
FOR THE YEAR ENDED 31 AUGUST 2020**

	<b>2020</b>	2019
	<b>£</b>	£
<b>Governance costs</b>		
Sundries	<b>70</b>	87
Accountancy and legal fees	<b>1,006</b>	1,224
	<b>1,076</b>	1,311
<b>Total resources expended</b>	<b>30,392</b>	29,660
	<u>          </u>	<u>          </u>
<b>Net income/(expenditure)</b>	<b>8,897</b>	(3,416)
	<u>          </u>	<u>          </u>

This page does not form part of the statutory financial statements