



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day 1st	Month August	Year 2020	<b>To</b>	Day 31st	Month July	Year 2021

## Section A Reference and administration details

<b>Charity name</b>	Margaret Lloyd Playgroup
<b>Other names charity is known by</b>	NONE
<b>Registered charity number (if any)</b>	1026270
<b>Charity's principal address</b>	Grove Hill Playing Fields, Washington Avenue, Hemel Hempstead Herts <b>Postcode</b> HP26NG

### 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	Loretta Anderson	Chair		
2	Matthew Hatton	Vice Chair		
3	Lorraine Curston			
4				
5				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
NA	

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

Type of adviser	Name	Address
NA		

### Name of chief executive or names of senior staff members (Optional information)

Helen Hendery - Manager	Jacqueline Thomas-deputy manager
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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre school learning alliance constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated charity

Trustee selection methods  
(eg. appointed by, elected by)

By member vote at the AGM

## 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.

- Ofsted Registered as an under 5's pre-school service
- Charities policies are in line with OFSTED early years procedures
- Charity are members of the pre-school learning alliance and have their insurance and guidelines in place
- Charity works closely with Herts social services to support children at risk
- Charity works closely with Herts County Council with the children mostly funded individually by them to attend the playgroup
- Charity has a small but experienced trustee board who work closely with the senior staff to manage risk.

## Section C

## Objectives and activities

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

TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS

**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)**

The playgroup operates from a purpose built centre in the heart of Grove Hill in Hemel Hempstead offering early years care and education to children from 2 years old to 5 years old. The playgroup is open on Monday to Friday from 9am to 3pm and on Friday from 9am to 12.30pm – This equates to 9 session options plus 5 lunch clubs. Parents/carers have flexible options so they can choose sessions to fit with their other commitments to work and or care of their other children and wider family commitments. Most sessions are funded through the government funding for pre-school children but extended sessions are offered at a below market rate to support families. The playgroup has very many families on low income or benefits. Many children within the area are on pupil premium due to their low income status. The playgroup has been a true community resource for over 30 years adapting to and supporting the needs of local families.

## Additional details of objectives and activities (Optional information)

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

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

The playgroup has always been an opportunity for local young people offering volunteering and work experience for students of our local schools and colleges. The playgroup also has regular volunteers who themselves have learning difficulties which offers them experiences in helping others and being part of their community. This can also offer respite to their Carers.

## Section D

### Achievements and performance

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

The academic year 2020-2021 turned out to be a whole year still in the covid pandemic and our playgroup amazingly kept up the battle to keep the playgroup running day in day out despite the gruelling cleaning regime to keep the group safe, and the inevitable loss of staff to covid or isolation in line with government guidelines.

At Margaret Lloyd the children have had the benefit of a safe place to enjoy their day and the parents/carers some respite and normality in what is a difficult time for everyone, but especially those with young families, many who live under the restrictions of limited space living in flats with no gardens. The playgroup gives the children the normality of outside play and a great early years' experience which is such an important part of their start in education.

Our board of trustees are very proud of the way the staff managed the pandemic to benefit the children in our care and their families.

## Section E

### Financial review

**Brief statement of the charity's policy on reserves**

The charity now has good reserves held in two different banks to ensure security. The policy of the charity is to hold 9 months of costs in reserve and to invest all other income if required in resources and improvements to the facilities, inside and out. The charities reserves have grown as any major purchases/refurbishments have been on hold as the trustee board felt during the pandemic the financial future was less stable, however the pandemic did not financially impact on the charity as it remained open and funded by HCC throughout. The charity can now put into place any project that will enhance our offer to our children and their families.

**Details of any funds materially in deficit**

NA

## 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.

The playgroup receives funding from Herts County Council under the governments Early Years Funding for pre-school children. Children over 2 are funded if they are in certain benefit groups. All children over 3 are funded for a minimum of 15 hours and payments are made to the playgroup termly on proof of these children's attendance and their benefits. Extra sessions attended by the children or those under 3 who don't qualify pay a minimal session fee which we keep way below the normal fees at playgroups to make is accessible to all. Our expenditure on resources is totally in line with our ethos to offer the best early years provision possible to support families in our community and we particularly focus on funding aimed at children who are on pupil premium.

## Section F Other optional information


Our staff retention and training records are exemplary, as is our trustee dedication and support.

We are a small but dedicated team working hard in our community to support others. We thank all our staff and volunteers for their hard work in the care of the children placed in our care. Their support to keep the playgroup open in such difficult times, while sustaining their normal high standards throughout this academic year which proved to be the 2<sup>nd</sup> year in the pandemic has been exemplary.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Loretta Anderson	
Position (eg Secretary, Chair, etc)	Chair	
Date	28.3.22	

# STATEMENT OF FINANCIAL ACCOUNTS

## THE MARGARET LLOYD PLAYGROUP

1<sup>ST</sup> AUGUST 2020 – 31<sup>ST</sup> JULY 2021

### CURRENT ACCOUNT

Income		Expenditure	
	£		£
Balance @ 1.8.20	36814.71	Transfer to saver	59132.37
Fees	8749.00	CAD & Expenses	57758.28
Herts CC	109462.00	Expenses and gifts	2200.29
Lunch clubs	484.00	County Supplies	1090.94
Misc	84.99	Advertising	300.00
Little Urchins	<u>207.20</u>	Misc	3263.55
		Google Play	103.87
		Ark Farms	504.00
<b>Total</b>	<b>155801.90</b>	Currys laptop	722.57
		Early Years	620.53
		Insurance	354.68
		Shopping	1976.07
		BT	892.53
		Gala tent	1111.89
		Castle Water	482.95
		Eureka Ink	798.96
		Nest	2243.27
		BG Business	1785.80
		O2	159.99
		Balance @ 31.7.21	<u>20299.36</u>
		<b>Total</b>	<b>158801.90</b>

I certify this to be a true and accurate statement of account

*T M Canning*

Teresa Canning 7.3.22

Note – Two day sheets for the period 6.1.20 – 20.4.20 were not included in last year's statement of a/c – due to the pandemic the totals of £221.72 and £243.95 were not paid in until 13.11.20. For ease of reference and balancing they have been included in this year's accounts.

# STATEMENT OF FINANCIAL ACCOUNTS

## THE MARGARET LLOYD PLAYGROUP

1<sup>ST</sup> AUGUST 2020 – 31<sup>ST</sup> JULY 2021

### DEPOSIT ACCOUNT

#### Income

	£
Balance @ 1.8.20	194019.19
Interest Metro	167.95
Interest Barclays	168.23
Transfer from current	<u>59132.37</u>
<b>Total</b>	<b>253487.74</b>

#### Expenditure

	£
Balance @ 31.7.21	<u>253487.74</u>
<b>Total</b>	<b>253487.74</b>

#### Notes

The balance of £253487.74 @ 31.7.21 consists of £200000.00 in Barclays and £53487.74 in Metro.

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*J M Canning*

**Teresa Canning 7.3.22**

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