

MINSTER PLAYGROUP

England & Wales · Charity number 1029592

Details

Other names	MINSTER NURSERY GROUP
Status	Registered
Legal form	Other
Registered	1993-12-02
Register	View on the Charity Commission register

Contact

Address	Minster Playgroup Brecon Chase Minster on Sea Sheerness Kent ME12 2HX
Phone	01795871120
Email	minsternursery@gmail.com
Website	minsterplaygroup.co.uk

Activities

Objects: THE AIMS OF THE PRE-SCHOOL ARE TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY:(A) OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES, FAMILY LEARNING AND EXTENDED HOURS GROUPS, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY;(B) ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS;(C) INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: WE ARE A PRE SCHOOL FOR CHILDREN AGED BETWEEN 2 AND 5 YEARS OLD.

Classification

- **How:** Provides Human Resources
- **What:** Education/training
- **Who:** Children/young People

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£476,022	£415,128	-	-
2024-03-31	£406,876	£409,414	-	-
2023-03-31	£423,228	£389,820	-	-
2022-03-31	£402,594	£338,810	-	-
2021-03-31	£332,800	£270,566	-	-

Trustees

Name	Role	Appointed
Dannielle Gray	Chair	2019-11-01
Annabel Ross		2019-07-15
Debbie Harrison		2019-05-09

Accounts

Charity number: 1029592

Minster Playgroup

Unaudited

Trustees' report and financial statements

For the year ended 31 March 2024

Minster Playgroup

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Minster Playgroup

Reference and administrative details of the Charity, its Trustees and advisers For the year ended 31 March 2024

Trustees	Dannielle Gray, Chair Sarah Mustafa Debbie Harrison Annabel Ross Georgina Sparkes, resigned January 2024 John Kelly, resigned January 2024 Gemma Doucy, resigned January 2024
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Charity registered number	1029592
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Principal office	Minster Playgroup Brecon Chase Minster on Sea Sheerness Kent ME12 2HX
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Accountants	Kreston Reeves LLP Chartered Accountants 37 St Margaret's Street Canterbury Kent CT1 2TU
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Minster Playgroup

Trustees' report For the year ended 31 March 2024

The Trustees present their annual report together with the financial statements of the Charity for the 1 April 2023 to 31 March 2024.

Objectives and activities

a. Policies and objectives

The objectives of Minster Playgroup are to create a learning environment that encourages children to thrive through developmentally appropriate play activities, planned to meet each child's individual needs. The Playgroup promotes a safe, caring, supportive and inclusive environment where each child's self-esteem is fostered by positive relationships with each other, staff and volunteers. We strive to have parents, carers and community members actively involved in our children's learning.

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purpose or 'aims' that are the public benefit. Details of how the charity has achieved this are provided in the Annual Report of the Trustees. The trustees confirm that they have paid due regard to the Charity Commission Guidance on public benefit before deciding what activities the charity should undertake.

Achievements and performance

a. Review of activities

Minster Playgroup at the Abbey had 34 children and the main site had 65 children successfully transitioned to primary school. The September term we only had 20 enrolled at the Abbey and 40 enrolled at the main site, this was down from the previous year due to low birth rates in the area but we gradually increased due to families moving to the area and playgroups closing.

Across both sites we had our yearly visits from outside services to provide Yoga, Boogie tots and River Rodents that the children enjoyed. We also invited the community Chef and community gardener the children benefited from cooking and gardening experiences. The children enjoyed the yearly visit from the Ice Cream van. We continued to work in partnership with Kingsferry Collaboration.

During the year we celebrated the Kings Coronation and our leavers enjoyed a farewell party as they were leaving to go to school. Staff had a fundraising table of bric-a-brac on sale for parents/carers to help raise money towards the leaver's parties.

The children participated in activities for Children's Mental Health, Sports Week, World Book Day, and World Nursery Rhyme Week and made Christmas trees for the Church Christmas Tree Festival. We took part in the toothbrush challenge where each child was given a toothbrush and logged they cleaning daily, twice a day etc.

Fundraising and Donations

Minster playgroup are very fortunate to have families who support us by making donations and supporting the fundraising activities, some of the examples of the generosity we received:

£1,000 donation from a family at the Abbey, which paid towards the wooden gazebo in the garden.

£550 from Sharrock Insurance – a family at the Abbey, which paid for books and gifts for all children for Christmas presents.

Families across both sites attended our sponsored bike ride at the beach – we raised – £909.50. We held an Easter Raffle and raised £488.50 across both settings.

With funds raise from previous years was able to create a garden for the Abbey site which included new double doors, ramp, astro turf, fencing and gates – this totally transformed the setting enabling the children to play in a safe environment.

We took part in the Wear it Pink campaign for Breast Cancer Awareness, this is close to our heart as we have a member of staff who has been affected with this. We raised £145.60 across both settings.

Minster Playgroup

Trustees' report (continued) For the year ended 31 March 2024

Achievements and performance (continued)

Wellbeing

We supported staff wellbeing with supervision meetings each term, messages on group chat, check ins, sweet treats etc.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

Reserves in this context mean funds that are freely available for the Charity's general purposes after all commitments have been met.

In addition to such restricted reserves the Charity may also hold additional 'restricted reserves' representing funds donated for a specific purpose which cannot be used for anything other than the purpose for which they have been donated.

It is the intention of the trustees to hold sufficient funds to enable the charity to the equivalent of 3 months running costs, to cover any redundancy costs, issues with funding or the playgroup has to close.

It is the opinion of the Trustees that existing reserves still need to be built to meet the above requirement.

Structure, governance and management

a. Organisational structure and decision-making policies

Minster Playgroup (formerly Minster Nursery Group) was founded on 1st September 1963. The current constitution of Minster Playgroup was created by the 'Pre School Learning Alliance'(PLA). Membership of the alliance is by annual subscription.

The Playgroup is managed by an elected committee who, subject to the rules, control the affairs, funds, property and proceedings of the Charity. They are assisted in the administration of the Charity by a management team.

The Playgroup is managed by a committee who are Trustees of the Charity. They have individual and collective responsibility for the management of the Charity and its funds. Subject to the overall supervision of the Charity the committee controls and monitors all of the finances, fund raising and initiatives of the Charity.

b. Financial risk management

The trustees actively review the major risks which the charity faces on a regular basis and will strive to maintain reserves at the current level or more, combined with an annual review of the controls over the key financial systems, will provide proficient resources in the event of adverse conditions. The trustees have examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

**Trustees' report (continued)
For the year ended 31 March 2024**

Structure, governance and management (continued)

c. Training for staff

Staff updated their CPD with safeguarding, CSE, FGM , food hygiene, SEN training alongside courses on Noodle Now and Kingsferry Collaboration.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

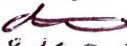
The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Dannielle Gray

Chair

Date:


28/02/2025

Minster Playgroup

Independent examiner's report For the year ended 31 March 2024

Independent examiner's report to the Trustees of Minster Playgroup ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2024.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity'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 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 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.

Minster Playgroup

Independent examiner's report (continued) For the year ended 31 March 2024

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: 

Dated: 28 February 2025

S N Miles FCCA

Kreston Reeves LLP

Chartered Accountants

Canterbury

Minster Playgroup

Statement of financial activities For the year ended 31 March 2024

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	-	2,173	2,173	2,882
Charitable activities	4	27,034	368,316	395,350	409,310
Other trading activities	5	-	6,714	6,714	7,830
Investments	6	-	1,770	1,770	749
Other income	7	-	869	869	2,457
Total income		27,034	379,842	406,876	423,228
Expenditure on:					
Raising funds		-	2,141	2,141	3,350
Charitable activities	8	25,299	381,974	407,273	386,470
Total expenditure		25,299	384,115	409,414	389,820
Net movement in funds		1,735	(4,273)	(2,538)	33,408
Reconciliation of funds:					
Total funds brought forward		-	254,772	254,772	221,364
Net movement in funds		1,735	(4,273)	(2,538)	33,408
Total funds carried forward		1,735	250,499	252,234	254,772

The Statement of financial activities includes all gains and losses recognised in the year.

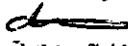
The notes on pages 9 to 19 form part of these financial statements.

Minster Playgroup

Balance sheet As at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	12	1,275	1,701
		<u>1,275</u>	<u>1,701</u>
Current assets			
Cash at bank and in hand		260,003	259,368
		<u>260,003</u>	<u>259,368</u>
Creditors: amounts falling due within one year	13	(9,044)	(6,297)
		<u>(9,044)</u>	<u>(6,297)</u>
Net current assets		250,959	253,071
Total net assets		252,234	254,772
		<u><u>252,234</u></u>	<u><u>254,772</u></u>
Charity funds			
Restricted funds	14	1,735	-
Unrestricted funds	14	250,499	254,772
		<u>250,499</u>	<u>254,772</u>
Total funds		252,234	254,772
		<u><u>252,234</u></u>	<u><u>254,772</u></u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Dannielle Gray
Chair 
Date: 28/02/25

The notes on pages 9 to 19 form part of these financial statements.

**Notes to the financial statements
For the year ended 31 March 2024**

1. General information

The charity is a charity registered by the Charity Commission in England and Wales and governed by the constitution adopted 24 May 1978, as amended on 1 March 2017. The principal office is Minster Playgroup, Brecon Chase, Minster on Sea, Sheerness, Kent, ME12 2HX.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Minster Playgroup meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The charity's functional and presentational currency is pounds sterling.

The charity's financial statements are rounded to the nearest pound.

2.2 Going concern

The Trustees have considered the level of the charity's reserves and its projected income. They have concluded that the charity will have sufficient resources to continue in operational existence for the foreseeable future. Therefore, they have adopted the going concern basis for the preparation of the financial statements.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**Notes to the financial statements
For the year ended 31 March 2024**

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Fixtures and fittings	-	25%
Office equipment	-	25%
Play equipment	-	25%

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Notes to the financial statements
For the year ended 31 March 2024

2. Accounting policies (continued)

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.9 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.10 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Donations	1,673	1,673	371
Grants	500	500	2,511
	<u>2,173</u>	<u>2,173</u>	<u>2,882</u>
Total 2023	<u>2,882</u>	<u>2,882</u>	

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2024

4. Income from charitable activities

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
KCC funding	-	271,917	271,917	307,687
KCC special educational needs funding	11,625	-	11,625	15,766
KCC free funding for 2 year olds	-	49,185	49,185	35,250
KCC early years funding	10,410	-	10,410	7,942
Disability Access Fund	4,999	-	4,999	3,200
Children's fees (private)	-	46,578	46,578	38,137
Breakfast Club	-	636	636	1,328
	<u>27,034</u>	<u>368,316</u>	<u>395,350</u>	<u>409,310</u>
Total 2023	<u>26,908</u>	<u>382,402</u>	<u>409,310</u>	

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Fundraising	1,806	1,806	1,724
Children's clothing	145	145	16
Other clubs	572	572	744
Dinner money	4,191	4,191	5,346
	<u>6,714</u>	<u>6,714</u>	<u>7,830</u>
Total 2023	<u>7,830</u>	<u>7,830</u>	

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2024

6. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Bank interest received	1,770	1,770	749
	<u> </u>	<u> </u>	<u> </u>
Total 2023	<u>749</u>	<u>749</u>	

7. Other incoming resources

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
First aid course income	869	869	2,457
	<u> </u>	<u> </u>	<u> </u>
Total 2023	<u>2,457</u>	<u>2,457</u>	

8. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total 2024 £	Total 2023 £
Operation of playgroups	25,299	381,974	407,273	386,470
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total 2023	<u>37,375</u>	<u>349,095</u>	<u>386,470</u>	

9. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Operation of playgroups	322,875	84,398	407,273	386,470
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total 2023	<u>332,254</u>	<u>54,216</u>	<u>386,470</u>	

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2024

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2024 £	Total funds 2023 £
Staff costs	293,411	303,129
Depreciation	234	312
Toys, small equipment, books and consumables	11,046	10,390
Training courses	655	1,961
Food and snacks	5,537	5,727
Early years expenses	11,992	10,735
	322,875	332,254

Notes to the financial statements
For the year ended 31 March 2024

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2024 £	Total funds 2023 £
Depreciation	192	255
Food and snacks	469	499
Rent	23,356	20,304
Utilities	9,393	4,800
Insurance	2,687	2,005
Waste, cleaning and hygiene	854	899
Telephone	2,011	2,065
Postage and stationery	2,816	1,396
IT software and consumables	3,698	1,190
Subscriptions	273	604
Staff uniforms	-	290
Premises maintenance	24,298	9,904
Leasing costs	7,014	(2,538)
Staff meals and Christmas costs	1,170	1,506
Accountancy and bookkeeping	3,782	8,383
Professional fees	2,331	2,582
Bank charges	54	72
	84,398	54,216

10. Staff costs

	2024 £	2023 £
Wages and salaries	289,099	289,238
Social security costs	933	10,585
Contribution to defined contribution pension schemes	3,379	3,306
	293,411	303,129

The average number of persons employed by the Charity during the year was as follows:

	2024 No.	2023 No.
Employees	27	28

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2024

10. Staff costs (continued)

No employee received remuneration amounting to more than £60,000 in either year.

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 March 2024, no Trustee expenses have been incurred (2023 - £NIL).

12. Tangible fixed assets

	Fixtures and fittings £	Play equipment £	Total £
Cost or valuation			
At 1 April 2023	12,855	29,484	42,339
At 31 March 2024	12,855	29,484	42,339
Depreciation			
At 1 April 2023	12,088	28,550	40,638
Charge for the year	192	234	426
At 31 March 2024	12,280	28,784	41,064
Net book value			
At 31 March 2024	575	700	1,275
At 31 March 2023	767	934	1,701

13. Creditors: Amounts falling due within one year

	2024 £	2023 £
Trade creditors	4,800	-
Other taxation and social security	-	1,991
Other creditors	644	706
Accruals and deferred income	3,600	3,600
	9,044	6,297

**Notes to the financial statements
For the year ended 31 March 2024**

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
Unrestricted funds				
General Fund	254,772	379,842	(384,115)	250,499
Restricted funds				
Restricted Funds	-	27,034	(25,299)	1,735
Total of funds	254,772	406,876	(409,414)	252,234

Restricted funds are held for the purposes of spending on children that attract additional funding. These funds are only utilised for these children.

Notes to the financial statements
For the year ended 31 March 2024

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
Unrestricted funds				
General Fund	210,897	396,320	(352,445)	254,772
Restricted funds				
Restricted Funds	10,467	26,908	(37,375)	-
Total of funds	<u>221,364</u>	<u>423,228</u>	<u>(389,820)</u>	<u>254,772</u>

15. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	1,275	1,275
Current assets	1,735	258,268	260,003
Creditors due within one year	-	(9,044)	(9,044)
Total	<u>1,735</u>	<u>250,499</u>	<u>252,234</u>

Analysis of net assets between funds - prior period

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	1,701	1,701
Current assets	259,368	259,368
Creditors due within one year	(6,297)	(6,297)
Total	<u>254,772</u>	<u>254,772</u>

Notes to the financial statements
For the year ended 31 March 2024

16. Operating lease commitments

At 31 March 2024 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024	2023
	£	£
Not later than 1 year	12,000	12,000
Later than 1 year and not later than 5 years	48,000	48,000
Later than 5 years	5,000	17,000
	65,000	77,000

17. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2024.

MINSTER PLAYGROUP

England & Wales - Charity number 1029592

Accounts

Charity number: 1029592

Minster Playgroup

Unaudited

Trustees' report and financial statements

For the year ended 31 March 2023

Minster Playgroup

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Minster Playgroup

Reference and administrative details of the Charity, its Trustees and advisers For the year ended 31 March 2023

Trustees	Dannielle Gray, Chair from 12 November 2022 Sarah Mustafa, Chair until 12 November 2022 Debbie Harrison Annabel Ross Danielle Gray Georgina Sparkes John Kelly Gemma Doucy
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Charity registered number	1029592
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Principal office	Minster Playgroup Brecon Chase Minster on Sea Sheerness Kent ME12 2HX
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Accountants	Kreston Reeves LLP Chartered Accountants 37 St Margaret's Street Canterbury Kent CT1 2TU
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Minster Playgroup

Trustees' report

For the year ended 31 March 2023

The Trustees present their annual report together with the financial statements of the Charity for the year 1 April 2022 to 31 March 2023.

Objectives and activities

a. Policies and objectives

The objectives of Minster Playgroup are to create a learning environment that encourages children to thrive through developmentally appropriate play activities, planned to meet each child's individual needs. The Playgroup promotes a safe, caring, supportive and inclusive environment where each child's self-esteem is fostered by positive relationships with each other, staff and volunteers. We strive to have parents, carers and community members actively involved in our children's learning.

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purpose or 'aims' that are the public benefit. Details of how the charity has achieved this are provided in the Annual Report of the Trustees. The trustees confirm that they have paid due regard to the Charity Commission Guidance on public benefit before deciding what activities the charity should undertake. I

Achievements and performance

a. Review of activities

Minster Playgroup at the Abbey has had a fantastic year! 34 children successfully transitioned to primary school. We had 50 children on roll with all spaces full! New starters were transitioned in over two weeks and this worked really well. Our packed lunches proved very popular and average a 10 a day.

We are still using the Co-op Fare Share and our families are enjoying this. We welcomed visits from Boogie Tots, Yoga and River Rodents. Since we have been at the hall we have developed strong ties with the community and this has been evident by the support they have given with the donations of money, clothing and toys. In turn we have shown our appreciation by giving back to the community by improving and maintaining the hall which benefits everyone, this has helped the Abbey playgroup to establish themselves.

Minster Playgroup at the main site have a very successful year. We had a healthy number of children on roll and 65 children transitioned to primary school. We are experiencing high number of SEN and EYPP and received extra funding served to meet all needs of these pupils. We have found the breakfast club to be very popular with our parents, we have adapted to our parents needs by offering different start times. After successfully introducing our own school dinners we have offered more hot meals and the uptake has been fantastic, at Christmas we also cooked our first Christmas Roast which both sites enjoyed and the children loved. By adding these extra services, it has helped us to bring extra money into the charity and helped us to keep the fees the same as the previous year.

We had visits from outside services to provide Yoga and Boogie tots and River Rodents which the children loved. For our annual trip out we visited the Minster Gatehouse for our school leavers. We continued to work in partnership with Kingsferry Collaboration.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Minster Playgroup

Trustees' report (continued) For the year ended 31 March 2023

b. Reserves policy

Reserves in this context mean funds that are freely available for the Charity's general purposes after all commitments have been met.

In addition to such restricted reserves the Charity may also hold additional 'restricted reserves' representing funds donated for a specific purpose which cannot be used for anything other than the purpose for which they have been donated.

It is the intention of the trustees to hold sufficient funds to enable the charity to the equivalent of 3 months running costs, to cover any redundancy costs, issues with funding or the playgroup has to close.

It is the opinion of the Trustees that existing reserves still need to be built to meet the above requirement.

Structure, governance and management

a. Organisational structure and decision-making policies

Minster Playgroup (formerly Minster Nursery Group) was founded on 1st September 1963. The current constitution of Minster Playgroup was created by the 'Pre School Learning Alliance'(PLA). Membership of the alliance is by annual subscription.

The Playgroup is managed by an elected committee who. Subject to the rules, control the affairs, funds, property and proceedings of the Charity. They are assisted in the administration of the Charity by a management team.

The Playgroup is managed by a committee who are Trustees of the Charity. They have individual and collective responsibility for the management of the Charity and its funds. Subject to the overall supervision of the Charity the committee controls and monitors all of the finances, fund raising and initiatives of the Charity.

b. Financial risk management

The trustees actively review the major risks which the charity faces on a regular basis and will strive to maintain reserves at the current level or more, combined with an annual review of the controls over the key financial systems, will provide proficient resources in the event of adverse conditions. The trustees have examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

c. Training for staff

Staff updated their CPD with safeguarding, CSE, FGM , food hygiene, SEN training alongside courses on Noodle Now and Kingsferry Collaboration.

Minster Playgroup

Trustees' report (continued) For the year ended 31 March 2023

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

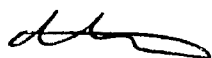
The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Dannielle Gray



Date:

26/02/2024

Minster Playgroup

Independent examiner's report For the year ended 31 March 2023

Independent examiner's report to the Trustees of Minster Playgroup ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity'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 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 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.

Minster Playgroup

Independent examiner's report (continued)
For the year ended 31 March 2023

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:



Dated: 26 February 2024

S N Miles FCCA

Kreston Reeves LLP

Chartered Accountants

Canterbury

Minster Playgroup

Statement of financial activities For the year ended 31 March 2023

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	-	2,882	2,882	5,552
Charitable activities	4	26,908	382,402	409,310	387,958
Other trading activities	5	-	7,830	7,830	6,431
Investments	6	-	749	749	7
Other income	7	-	2,457	2,457	2,646
Total income		26,908	396,320	423,228	402,594
Expenditure on:					
Raising funds		-	3,350	3,350	1,052
Charitable activities	8	37,375	349,095	386,470	337,758
Total expenditure		37,375	352,445	389,820	338,810
Net movement in funds		(10,467)	43,875	33,408	63,784
Reconciliation of funds:					
Total funds brought forward		10,467	210,897	221,364	157,580
Net movement in funds		(10,467)	43,875	33,408	63,784
Total funds carried forward		-	254,772	254,772	221,364

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 9 to 20 form part of these financial statements.

Minster Playgroup

Balance sheet As at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	12	1,701	2,268
		<u>1,701</u>	<u>2,268</u>
Current assets			
Debtors	13	-	1,996
Cash at bank and in hand		259,368	220,684
		<u>259,368</u>	<u>222,680</u>
Creditors: amounts falling due within one year	14	(6,297)	(3,584)
		<u>253,071</u>	<u>219,096</u>
Net current assets			
Total net assets		<u>254,772</u>	<u>221,364</u>
Charity funds			
Restricted funds	15	-	10,467
Unrestricted funds	15	254,772	210,897
Total funds		<u>254,772</u>	<u>221,364</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Dannielle Gray

Date: 26/02/2024

The notes on pages 9 to 20 form part of these financial statements.

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

1. General information

The charity is a charity registered by the Charity Commission in England and Wales and governed by the constitution adopted 24 May 1978, as amended on 1 March 2017. The principal office is Minster Playgroup, Brecon Chase, Minster on Sea, Sheerness, Kent, ME12 2HX.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Minster Playgroup meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The charity's functional and presentational currency is pounds sterling.

The charity's financial statements are rounded to the nearest pound.

2.2 Going concern

The Trustees have considered the level of the charity's reserves and its projected income. They have concluded that the charity will have sufficient resources to continue in operational existence for the foreseeable future. Therefore, they have adopted the going concern basis for the preparation of the financial statements.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**Notes to the financial statements
For the year ended 31 March 2023**

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Fixtures and fittings	-	25%
Office equipment	-	25%
Play equipment	-	25%

2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Notes to the financial statements
For the year ended 31 March 2023**

2. Accounting policies (continued)

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.10 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.11 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Donations	-	371	371	500
Grants	-	2,511	2,511	5,052
	-	2,882	2,882	5,552
Total 2022	500	5,052	5,552	

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

4. Income from charitable activities

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
KCC funding	-	307,687	307,687	273,664
KCC special educational needs funding	15,766	-	15,766	16,139
KCC free funding for 2 year olds	-	35,250	35,250	44,754
KCC early years funding	7,942	-	7,942	7,656
Disability Access Fund	3,200	-	3,200	2,460
Children's fees (private)	-	38,137	38,137	42,590
Breakfast Club	-	1,328	1,328	695
	<u>26,908</u>	<u>382,402</u>	<u>409,310</u>	<u>387,958</u>
Total 2022	<u>7,656</u>	<u>380,302</u>	<u>387,958</u>	

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Fundraising	1,724	1,724	3,720
Children's clothing	16	16	420
Refunds	-	-	(105)
Other clubs	744	744	81
Dinner money	5,346	5,346	2,315
	<u>7,830</u>	<u>7,830</u>	<u>6,431</u>
Total 2022	<u>6,431</u>	<u>6,431</u>	

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

6. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Bank interest received	749	749	7
Total 2022	7	7	

7. Other incoming resources

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
First aid course income	2,457	2,457	2,646
Total 2022	2,646	2,646	

8. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total 2023 £	Total 2022 £
Operation of playgroups	37,375	349,095	386,470	337,758
Total 2022	7,016	330,742	337,758	

9. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Operation of playgroups	331,273	55,197	386,470	337,758
Total 2022	280,628	57,130	337,758	

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2023 £	Total funds 2022 £
Staff costs	303,129	255,757
Depreciation	312	415
Toys, small equipment, books and consumables	9,409	13,040
Training courses	1,961	72
Food and snacks	5,727	4,088
Early years expenses	10,735	7,256
	<u>331,273</u>	<u>280,628</u>

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2023 £	Total funds 2022 £
Staff costs	-	2,440
Depreciation	255	341
Food and snacks	499	265
Rent	20,304	20,489
Utilities	4,800	4,800
Insurance	2,005	1,937
Waste, cleaning and hygiene	899	2,170
Telephone	2,065	1,407
Postage and stationery	1,396	398
IT software and consumables	1,190	2,867
Licences	981	2,129
Subscriptions	604	514
Staff uniforms	290	1,863
Premises maintenance	9,904	3,972
Leasing costs	(2,538)	1,718
Staff meals and Christmas costs	1,506	786
Accountancy and bookkeeping	8,383	6,011
Professional fees	2,582	2,390
Bank charges	72	96
Training courses	-	537
	55,197	57,130

10. Staff costs

	2023 £	2022 £
Wages and salaries	289,238	248,867
Social security costs	10,585	6,890
Contribution to defined contribution pension schemes	3,306	2,440
	303,129	258,197

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

10. Staff costs (continued)

The average number of persons employed by the Charity during the year was as follows:

	2023 No.	2022 No.
Employees	28	27

No employee received remuneration amounting to more than £60,000 in either year.

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, no Trustee expenses have been incurred (2022 - £40).

12. Tangible fixed assets

	Fixtures and fittings £	Play equipment £	Total £
Cost or valuation			
At 1 April 2022	12,855	29,484	42,339
At 31 March 2023	12,855	29,484	42,339
Depreciation			
At 1 April 2022	11,833	28,238	40,071
Charge for the year	255	312	567
At 31 March 2023	12,088	28,550	40,638
Net book value			
At 31 March 2023	767	934	1,701
At 31 March 2022	1,022	1,246	2,268

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

13. Debtors

	2023 £	2022 £
Due within one year		
Trade debtors	-	163
Prepayments and accrued income	-	1,833
	<u>-</u>	<u>1,996</u>

14. Creditors: Amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	1,991	1,684
Other creditors	706	520
Accruals and deferred income	3,600	1,380
	<u>6,297</u>	<u>3,584</u>

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
Unrestricted funds				
General Fund	210,897	396,320	(352,445)	254,772
Restricted funds				
Restricted Funds	10,467	26,908	(37,375)	-
Total of funds	221,364	423,228	(389,820)	254,772

Restricted funds are held for the purposes of spending on children that attract additional funding. These funds are only utilised for these children.

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

15. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Unrestricted funds				
General Fund	148,253	394,438	(331,794)	210,897
Restricted funds				
Restricted Funds	9,327	8,156	(7,016)	10,467
Total of funds	157,580	402,594	(338,810)	221,364

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	1,701	1,701
Current assets	259,368	259,368
Creditors due within one year	(6,297)	(6,297)
Total	254,772	254,772

Analysis of net assets between funds - prior year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	2,268	2,268
Current assets	10,467	212,213	222,680
Creditors due within one year	-	(3,584)	(3,584)
Total	10,467	210,897	221,364

Minster Playgroup

Notes to the financial statements For the year ended 31 March 2023

17. Operating lease commitments

At 31 March 2023 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023	2022
	£	£
Not later than 1 year	12,000	11,583
Later than 1 year and not later than 5 years	48,000	48,000
Later than 5 years	17,000	29,000
	<u>77,000</u>	<u>88,583</u>

18. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2023.

MINSTER PLAYGROUP

England & Wales - Charity number 1029592

Accounts

MINSTER PLAYGROUP

Unaudited

Trustees' report and financial statements

for the year ended 31 March 2022

MINSTER PLAYGROUP

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MINSTER PLAYGROUP

Reference and administrative details of the Minster Playgroup, its Trustees and advisers for the year ended 31 March 2022

Trustees	Sarah Mustafa, Chair Kathryn Hancock (resigned 22 January 2022) Debbie Harrison Annabel Ross Danielle Gray Chloe Lay (appointed 10 January 2022) Georgina Sparkes (appointed 10 May 2021) John Kelly (appointed 10 May 2021)
Charity registered number	1029592
Principal office	Minster Playgroup Brecon Chase Minster on Sea Sheerness Kent ME12 2HX
Accountants	Williams Giles Professional Services Ltd 12 Conqueror Court Sittingbourne Kent ME10 5BH

MINSTER PLAYGROUP

Trustees' report for the year ended 31 March 2022

The trustees named on page 1, present their report and the financial statements for the year ended 31st March 2022.

Objectives and activities

a. Policies and objectives

The objectives of Minster Playgroup are to create a learning environment that encourages children to thrive through developmentally appropriate play activities, planned to meet each child's individual needs. The Playgroup promotes a safe, caring, supportive and inclusive environment where each child's self-esteem is fostered by positive relationships with each other, staff and volunteers. We strive to have parents, carers and community members actively involved in our children's learning.

b. Public Benefit

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purpose or 'aims' that are the public benefit. Details of how the charity has achieved this are provided in the Annual Report of the Trustees. The trustees confirm that they have paid due regard to the Charity Commission Guidance on public benefit before deciding what activities the charity should undertake.

c. Organisation Structure

Minster Playgroup (formerly Minster Nursery Group) was founded on 1st September 1963. The current constitution of Minster Playgroup was created by the 'Pre School Learning Alliance'(PLA). Membership of the alliance is by annual subscription.

The Playgroup is managed by an elected committee who. Subject to the rules, control the affairs, funds, property and proceedings of the Charity. They are assisted in the administration of the Charity by a management team.

d. Decision Making Process

The Playgroup is managed by a committee who are Trustees of the Charity. They have individual and collective responsibility for the management of the Charity and its funds. Subject to the overall supervision of the Charity the committee controls and monitors all the finances, fund raising and initiatives of the Charity.

MINSTER PLAYGROUP

Trustees' report (continued) for the year ended 31 March 2022

Strategic report

a. Achievements and Performance

Minster Playgroup at the Abbey has had a fantastic year! 19 children successfully transitioned to primary school. We had 50 children on roll with all spaces full! We also have a very healthy waiting list for the next academic year. New starters were transitioned in over two weeks, and this worked really well. We introduced our own packed lunches and average 6 a day.

We signed up to the Co-op Fare Share and our families are enjoying this. We welcomed visits from Boogie Tots, Yoga and River Rodents. We increased our hours at the setting now open all day on a Thursday with spaces being taken up gradually. We took on another 2 Apprentices – one doing her Level 2 and another doing her Level 3 qualifications.

We held our AGM and recruited some new members to the committee. All in all, a good year and starting to feel a little more "normal" after the covid pandemic.

Minster Playgroup at the main site have had a very successful year despite the covid pandemic. We had a healthy number of children on roll and 50 children transitioned to primary school. We are experiencing high numbers of SEN and EYPP and received extra funding served to meet all needs of these pupils. During this year we adopted EYFS 2021, continued to use ITMP which proved successful. We also reintroduced breakfast and fruit club and introduced our own school dinners which has been fantastic, we have received positive feedback from the parents as the children are trying different foods. By adding these extra services, it has helped us to bring extra money into the charity and helped up to keep the fees the same as the previous year.

We joined Smile Amazon and encouraged our parents to use this app to raise extra funds for the playgroup. We had visits from outside services to provide Yoga and Boogie Tots and River Rodents which the children loved. For our annual trip out we visited the Minster Gatehouse for our school leavers. We continued to work in partnership with Kingsferry Collaboration.

Both sites fundraised by doing different activities and during the year raised £3,720.

b. Training for Staff

Staff attended training including ICAN, Mental Health training, paediatric first aid, Elkan communication and Noodle now.

3 staff started their level 5.

Apprentices started their level 2 and level 3.

MINSTER PLAYGROUP

Trustees' report (continued) for the year ended 31 March 2022

Strategic report (continued)

(continued)

c. Financial Review

The main source of income is derived from Kent County Council (KCC) Early Years Funding for 3 year old children, KCC Free for 2 year old funding supporting families with 2 year old children and fee paying families. From January 2019 we upped our funding hours from 18 to 21 to incorporate breakfast and fruit club to provide a better service to our families. During this accounting period we had a higher expenditure than normal due to opening our Abbey site.

The Charity holds reserves in order to maintain the level of service to the children on roll. Should there be a reduction in incoming resources.

Reserves in this context mean funds that are freely available for the Charities general purposes after all commitments have been met.

In addition to such restricted reserves the Charity may also hold additional 'restricted reserves' representing funds donated for a specific purpose which cannot be used for anything other than the purpose for which they have been donated.

It is the intention of the trustees to hold sufficient funds to enable the charity to the equivalent of 3 months running costs.

It is the opinion of the Trustees that existing reserves still need to be built to meet the above requirement.

a. Risk Management

The trustees actively review the major risks which the charity faces on a regular basis and will strive to maintain reserves at the current level or more, combined with an annual review of the controls over the key financial systems, will provide proficient resources in the event of adverse conditions. The trustees have examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

MINSTER PLAYGROUP

Trustees' report (continued) for the year ended 31 March 2022

b. Statement of Trustees Responsibilities

Under the Charities Act 2011 the Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the year and its incoming resources and the application of such resources during the year. In preparing the statement the Trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are prudent and reasonable
- State whether applicable accounts standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations

The trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity at that time and enable the Trustees to ensure that any statement of account prepared by them complies with the regulations under the Charities Act 2011.

The trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud.

Structure, governance and management

Approved by order of the members of the board of Trustees and signed on their behalf by:



Sarah Mustafa
(Chair of Trustees)
Date: 18/11/23

MINSTER PLAYGROUP

Independent examiner's report for the year ended 31 March 2022

Independent examiner's report to the Trustees of Minster Playgroup ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Minster Playgroup for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the Minster Playgroup you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity'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 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the Minster Playgroup has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Minster Playgroup as required by section 130 of the 2011 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.

MINSTER PLAYGROUP

Independent examiner's report (continued) for the year ended 31 March 2022

This report is made solely to the Minster Playgroup's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Minster Playgroup's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Minster Playgroup and the Minster Playgroup's Trustees as a body, for my work or for this report.

Signed:



Samuel Ketcher

Dated: 19 January 2023

FCCA

Williams Giles Professional Services Ltd
12 Conqueror Court
Sittingbourne
Kent
ME10 5BH

MINSTER PLAYGROUP

Statement of financial activities for the year ended 31 March 2022

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	500	5,052	5,552	19,932
Charitable activities	4	7,656	380,302	387,958	300,196
Other trading activities	5	-	6,431	6,431	2,496
Investments	6	-	7	7	26
Other income	7	-	2,646	2,646	150
Total income		8,156	394,438	402,594	322,800
Expenditure on:					
Raising funds		-	1,052	1,052	256
Charitable activities	8	7,016	330,742	337,758	270,566
Total expenditure		7,016	331,794	338,810	270,822
Net movement in funds		1,140	62,644	63,784	51,978
Reconciliation of funds:					
Total funds brought forward		9,327	148,253	157,580	105,602
Net movement in funds		1,140	62,644	63,784	51,978
Total funds carried forward		10,467	210,897	221,364	157,580

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 10 to 23 form part of these financial statements.

MINSTER PLAYGROUP

Balance sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	13	2,268	3,021
Current assets			
Debtors	14	1,996	150
Cash at bank and in hand		220,684	183,052
		<u>222,680</u>	<u>183,202</u>
Creditors: amounts falling due within one year	15	(3,584)	(28,643)
Net current assets		<u>219,096</u>	<u>154,559</u>
Total net assets		<u>221,364</u>	<u>157,580</u>
Charity funds			
Restricted funds	16	10,467	9,327
Unrestricted funds	16	210,897	148,253
Total funds		<u>221,364</u>	<u>157,580</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Sarah Mustafa

Sarah Mustafa
(Chair of Trustees)
Date: 18/1/23

The notes on pages 10 to 23 form part of these financial statements.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

1. General information

The charity is a charity registered by the Charity Commission in England and Wales and governed by the constitution adopted 24 May 1978 as amended in 1 March 2017. The registered address is given on page 1 of these financial statements.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Minster Playgroup meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The charity's functional and presentational currency is pounds sterling.

The charity's financial statements are presented to the nearest pound.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make the assessment in respect of a period of at least one year from the date of approval for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the COVID-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves and actions they have taken, the Trustees believe the Charity will be able to continue in operational existence for the foreseeable future.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

2. Accounting policies (continued)

2.3 Income

All income is recognised once the Minster Playgroup has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Minster Playgroup to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Minster Playgroup's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Minster Playgroup; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

2. Accounting policies (continued)

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Fixtures and fittings	=	25%
Office equipment	-	25%
Play equipment	=	25%

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Minster Playgroup anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Financial instruments

The Minster Playgroup only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.12 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

2. Accounting policies (continued)

2.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Minster Playgroup and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Minster Playgroup for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	-	500	500	100
Grants	500	4,552	5,052	1,534
Government grants	-	-	-	18,298
	<u>500</u>	<u>5,052</u>	<u>5,552</u>	<u>19,932</u>
<i>Total 2021</i>	<u>-</u>	<u>19,932</u>	<u>19,932</u>	

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

4. Income from charitable activities

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from charitable activities - KCC funding	-	273,664	273,664	209,180
Income from charitable activities - KCC special educational needs funding	-	16,139	16,139	10,196
Income from charitable activities - KCC free funding for 2 year olds	-	44,754	44,754	50,159
Income from charitable activities - KCC early years funding	7,656	-	7,656	8,871
Income from charitable activities - Disability Access fund	-	2,460	2,460	1,230
Income from charitable activities - Children's fees (private)	-	42,590	42,590	20,132
Income from charitable activities - Breakfast Club	-	695	695	428
Total 2022	7,656	380,302	387,958	300,196
Total 2021	8,871	291,325	300,196	

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fundraising	3,720	3,720	2,729
Children's clothing	420	420	290
Refunds	(105)	(105)	(523)
Other clubs	81	81	-
Dinner money	2,315	2,315	-
	6,431	6,431	2,496

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

6. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Bank interest received	7	7	26

7. Other Incoming resources

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
First aid course income	2,646	2,646	150
<i>Total 2021</i>	150	150	

8. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total 2022 £	Total 2021 £
KCC funding	4,792	328,613	333,405	269,629
KCC special educational needs funding	2,224	-	2,224	731
Disability Access Fund (DAF)	-	2,129	2,129	206
	7,016	330,742	337,758	270,566

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

9. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
KCC funding	278,404	55,001	333,405	269,629
KCC special educational needs funding	2,224	-	2,224	731
Disability Access Fund (DAF)	-	2,129	2,129	206
	<u>280,628</u>	<u>57,130</u>	<u>337,758</u>	<u>270,566</u>
Total 2021	<u>211,011</u>	<u>59,555</u>	<u>270,566</u>	

Analysis of direct costs

	KCC funding 2022 £	KCC special educational needs funding 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	255,757	-	255,757	203,668
Depreciation	415	-	415	211
Toys, small equipment, books and consumables	13,040	-	13,040	1,561
Training courses	72	-	72	-
Food and snacks	4,088	-	4,088	1,366
Early years expenses	5,032	2,224	7,256	4,205
	<u>278,404</u>	<u>2,224</u>	<u>280,628</u>	<u>211,011</u>

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	KCC funding 2022 £	KCC special educational needs funding 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	2,440	-	2,440	1,917
Depreciation	341	-	341	797
Training courses	537	-	537	1,678
Food and snacks	265	-	265	171
Rent	20,489	-	20,489	26,006
Utilities	4,800	-	4,800	4,800
Insurance	1,937	-	1,937	1,932
Waste, cleaning and hygiene	2,170	-	2,170	2,560
First Aid expenses	-	-	-	517
Telephone	1,407	-	1,407	1,344
Postage and stationery	398	-	398	6,805
IT Software and Consumables	2,867	-	2,867	966
Licences	-	2,129	2,129	206
Subscriptions	514	-	514	664
Staff uniforms	1,863	-	1,863	368
Premises maintenance	3,972	-	3,972	451
Equipment safety testing	-	-	-	60
Leasing costs	1,718	-	1,718	1,288
Staff meals and Christmas costs	786	-	786	700
Accountancy	6,011	-	6,011	3,575
Professional fees	2,390	-	2,390	2,681
Bank charges	96	-	96	69
	<u>55,001</u>	<u>2,129</u>	<u>57,130</u>	<u>59,555</u>

10. Independent examiner's remuneration

	2022 £	2021 £
Fees payable to the Minster Playgroup's independent examiner for the independent examination of the Minster Playgroup's annual accounts	750	750
Fees payable to the Charity's independent examiner in respect of:		
All other services not included above	<u>400</u>	<u>400</u>

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

11. Staff costs

	2022 £	2021 £
Wages and salaries	248,867	197,936
Social security costs	6,890	5,732
Contribution to defined contribution pension schemes	2,440	1,917
	<u>258,197</u>	<u>205,585</u>

The average number of persons employed by the Charity during the year was as follows:

	2022 No.	2021 No.
Charity Staff	<u>27</u>	<u>23</u>

No employee received remuneration amounting to more than £60,000 in either year.

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - *£NIL*).

During the year ended 31 March 2022, expenses totalling £40 were reimbursed or paid directly to 1 Trustee (2021 - £56 to 1 Trustee). This was a reimbursement for staff Christmas meal costs.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

13. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Play equipment £	Total £
Cost or valuation				
At 1 April 2021	19,816	2,714	11,239	33,769
Transfers between classes	2,714	(2,714)	-	-
Revaluations	(9,675)	-	18,245	8,570
At 31 March 2022	12,855	-	29,484	42,339
Depreciation				
At 1 April 2021	17,607	2,535	10,606	30,748
Charge for the year	341	-	415	756
Transfers between classes	2,535	(2,535)	-	-
On revalued assets	(8,650)	-	17,217	8,567
At 31 March 2022	11,833	-	28,238	40,071
Net book value				
At 31 March 2022	1,022	-	1,246	2,268
At 31 March 2021	2,209	179	633	3,021

During the year, the Charity have reviewed the fixed assets held and updated the fixed asset register based on the physical review undertaken. This is not a revaluation but a correction of assets held.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

14. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	163	150
Prepayments and accrued income	1,833	-
	<u>1,996</u>	<u>150</u>

15. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	-	4,741
Other taxation and social security	1,684	1,392
Other creditors	520	364
Accruals and deferred income	1,380	22,146
	<u>3,584</u>	<u>28,643</u>

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Unrestricted funds				
General Funds	148,253	394,438	(331,794)	210,897
Restricted funds				
Restricted Funds	9,327	8,156	(7,016)	10,467
Total of funds	157,580	402,594	(338,810)	221,364

Restricted funds are held for the purposes of spending on children that attract additional funding, these funds are only utilised for these children.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

16. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds	100,976	313,929	(266,652)	148,253
Restricted funds				
Restricted Funds	4,626	8,871	(4,170)	9,327
Total of funds	105,602	322,800	(270,822)	157,580

17. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
General funds	148,253	394,438	(331,794)	210,897
Restricted funds	9,327	8,156	(7,016)	10,467
	157,580	402,594	(338,810)	221,364

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
General funds	100,976	313,929	(266,652)	148,253
Restricted funds	4,626	8,871	(4,170)	9,327
	105,602	322,800	(270,822)	157,580

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2022

18. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	2,268	2,268
Current assets	10,467	212,213	222,680
Creditors due within one year	-	(3,584)	(3,584)
Total	10,467	210,897	221,364

Analysis of net assets between funds - prior year

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	3,021	3,021
Current assets	9,327	173,875	183,202
Creditors: amounts due within one year	-	(28,643)	(28,643)
Total	9,327	148,253	157,580

19. Operating lease commitments

At 31 March 2022 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	11,583	10,583
Later than 1 year and not later than 5 years	48,000	47,583
Later than 5 years	29,000	41,000
	88,583	99,166

20. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2022.

MINSTER PLAYGROUP

England & Wales - Charity number 1029592

Accounts

MINSTER PLAYGROUP

Unaudited

Trustees' report and financial statements

for the year ended 31 March 2021

MINSTER PLAYGROUP

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MINSTER PLAYGROUP

Reference and administrative details of the Minster Playgroup, its Trustees and advisers for the year ended 31 March 2021

Trustees	Sarah Mustafa, Chair Kathryn Hancock Debbie Harrison Annabel Ross Danielle Gray
Charity registered number	1029592
Principal office	Minster Playgroup Brecon Chase Minster on Sea Sheerness Kent ME12 2HX
Accountants	Williams Giles Professional Services Ltd Chartered Accountants 12 Conqueror Court Sittingbourne Kent ME10 5BH

MINSTER PLAYGROUP

Trustees' report for the year ended 31 March 2021

The trustees named on page 1, present their report and the financial statements for the year ended 31st March 2021.

Objectives and activities

a. Policies and objectives

The objectives of Minster Playgroup are to create a learning environment that encourages children to thrive through developmentally appropriate play activities, planned to meet each child's individual needs. The Playgroup promotes a safe, caring, supportive and inclusive environment where each child's self-esteem is fostered by positive relationships with each other, staff and volunteers. We strive to have parents, carers and community members actively involved in our children's learning.

b. Public Benefit

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purpose or 'aims' that are the public benefit. Details of how the charity has achieved this are provided in the Annual Report of the Trustees. The trustees confirm that they have paid due regard to the Charity Commission Guidance on public benefit before deciding what activities the charity should undertake.

c. Organisation Structure

Minster Playgroup (formerly Minster Nursery Group) was founded on 1st September 1963. The current constitution of Minster Playgroup was created by the 'Pre School Learning Alliance'(PLA). Membership of the alliance is by annual subscription.

The Playgroup is managed by an elected committee who. Subject to the rules, control the affairs, funds, property and proceedings of the Charity. They are assisted in the administration of the Charity by a management team.

d. Decision Making Process

The Playgroup is managed by a committee who are Trustees of the Charity. They have individual and collective responsibility for the management of the Charity and its funds. Subject to the overall supervision of the Charity the committee controls and monitors all the finances, fund raising and initiatives of the Charity.

MINSTER PLAYGROUP

Trustees' report (continued) for the year ended 31 March 2021

Strategic report

a. Achievements and Performance

- This year was challenging due to Covid, we had to change our procedures and running of the playgroup by operating support bubbles for the staff and key worker children, even though the year was difficult we still maintained a safe learning environment for the children.
- During this time to we were able to continue to support our families remotely, staff sharing videos of storytelling, activities, etc.
- April 2020 the playgroup had 114 children on roll at both sites.
- July 2020 we helped over 54 children on their transition to school.
- Boogie Tots and Yoga continued to visit.
- We still carried out sports day, teddy bear picnics, school leavers party.
- We were able to raise £800 from our sponsored event, we have now establish wish lists on Amazon, relationships with the Co-Op and other local businesses so we can receive donations.
- Minster Playgroup is continuing to thrive with a healthy waiting list for September 2021. We continue to support children from all walks of the local community whatever their needs.

b. Training for Staff

Due to the pandemic the staff completed lots of CPD by using online training programmes.

c. Financial Review

The main course of income is derived from Kent County Council (KCC) Early Years Funding for 3 year old children, KCC Free for 2 year old funding supporting families with 2 year old children and fee paying families. From January 2019 we upped our funding hours from 18 to 21 to incorporate breakfast and fruity club to provide a better service to our families. During this accounting period we had a higher expenditure then normal due to opening our Abbey site.

The Charity holds reserves in order to maintain the level of service to the children on roll. Should there be a reduction in incoming resources.

Reserves in this context mean funds that are freely available for the Charities general purposes after all commitments have been met.

In addition to such restricted reserves the Charity may also hold additional 'restricted reserves' representing funds donated for a specific purpose which cannot be used for anything other than the purpose for which they have been donated.

It is the intention of the trustees to hold sufficient funds to enable the charity to the equivalent of 3 months running costs.

It is the opinion of the Trustees that existing reserves still need to be built to meet the above requirement.

MINSTER PLAYGROUP

Trustees' report (continued) for the year ended 31 March 2021

Strategic report (continued)

a. Risk Management

The trustees actively review the major risks which the charity faces on a regular basis and will strive to maintain reserves at the current level or more, combined with an annual review of the controls over the key financial systems, will provide proficient resources in the event of adverse conditions. The trustees have examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

b. Statement of Trustees Responsibilities

Under the Charities Act 2011 the Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the year and its incoming resources and the application of such resources during the year. In preparing the statement the Trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are prudent and reasonable
- State whether applicable accounts standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations

The trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity at that time and enable the Trustees to ensure that any statement of account prepared by them complies with the regulations under the Charities Act 2011.

The trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud.

Structure, governance and management

Approved by order of the members of the board of Trustees on 15 January 2022 and signed on their behalf by:



Sarah Mustafa
(Chair of Trustees)

MINSTER PLAYGROUP

Independent examiner's report for the year ended 31 March 2021

Independent examiner's report to the Trustees of Minster Playgroup ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Minster Playgroup for the year ended 31 March 2021.

Responsibilities and basis of report

As the Trustees of the Minster Playgroup you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity'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 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the Minster Playgroup has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Minster Playgroup as required by section 130 of the 2011 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.

MINSTER PLAYGROUP

Independent examiner's report (continued) for the year ended 31 March 2021

This report is made solely to the Minster Playgroup's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Minster Playgroup's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Minster Playgroup and the Minster Playgroup's Trustees as a body, for my work or for this report.

Signed: 

Samuel Ketcher

Dated: 25 January 2022

FCCA

Williams Giles Professional Services Ltd
Chartered Accountants
12 Conqueror Court
Sittingbourne
Kent
ME10 5BH

MINSTER PLAYGROUP

Statement of financial activities for the year ended 31 March 2021

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	-	19,932	19,932	589
Charitable activities	4	8,871	291,325	300,196	267,054
Other trading activities	5	-	2,496	2,496	17,002
Investments	6	-	26	26	124
Other income	7	-	150	150	-
Total income		8,871	313,929	322,800	284,769
Expenditure on:					
Raising funds		-	256	256	686
Charitable activities	8	4,170	266,396	270,566	269,412
Total expenditure		4,170	266,652	270,822	270,098
Net movement in funds		4,701	47,277	51,978	14,671
Reconciliation of funds:					
Total funds brought forward		4,626	100,976	105,602	90,931
Net movement in funds		4,701	47,277	51,978	14,671
Total funds carried forward		9,327	148,253	157,580	105,602

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 9 to 21 form part of these financial statements.

MINSTER PLAYGROUP

Balance sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	3,021	4,029
		<u>3,021</u>	<u>4,029</u>
Current assets			
Debtors	14	150	
Cash at bank and in hand		183,052	105,860
		<u>183,202</u>	<u>105,860</u>
Creditors: amounts falling due within one year	15	(28,643)	(4,287)
Net current assets		<u>154,559</u>	<u>101,573</u>
Total assets less current liabilities		<u>157,580</u>	<u>105,602</u>
Total net assets		<u>157,580</u>	<u>105,602</u>
Charity funds			
Restricted funds	16	9,327	4,626
Unrestricted funds	16	148,253	100,976
Total funds		<u>157,580</u>	<u>105,602</u>

The financial statements were approved and authorised for issue by the Trustees on 15 January 2022 and signed on their behalf by:

S. Mustafa

Sarah Mustafa
(Chair of Trustees)

The notes on pages 9 to 21 form part of these financial statements.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

1. General information

The charity is a charity registered by the Charity Commission in England and Wales and governed by the constitution adopted 24 May 1978 as amended in 1 March 2017. The registered address is given on page 1 of these financial statements.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Minster Playgroup meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The charity's functional and presentational currency is pounds sterling.

The charity's financial statements are presented to the nearest pound.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make the assessment in respect of a period of at least one year from the date of approval for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the COVID-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves and actions they have taken, the Trustees believe the Charity will be able to continue in operational existence for the foreseeable future.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

2. Accounting policies (continued)

2.3 Income

All income is recognised once the Minster Playgroup has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Minster Playgroup to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Minster Playgroup's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Minster Playgroup; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

2. Accounting policies (continued)

2.7 Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Fixtures and fittings	-	25%
Office equipment	-	25%
Play equipment	-	25%

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Minster Playgroup anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Financial instruments

The Minster Playgroup only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.12 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

2. Accounting policies (continued)

2.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Minster Playgroup and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Minster Playgroup for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Donations	100	100	589
Grants	1,534	1,534	-
Government grants	18,298	18,298	-
	19,932	19,932	589
<i>Total 2020</i>	<i>589</i>	<i>589</i>	

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

4. Income from charitable activities

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from charitable activities - KCC funding	-	209,180	209,180	174,807
Income from charitable activities - KCC special educational needs funding	-	10,196	10,196	3,853
Income from charitable activities - KCC free funding for 2 year olds	-	50,159	50,159	53,710
Income from charitable activities - KCC early years funding	8,871	-	8,871	860
Income from charitable activities - Disability Access fund	-	1,230	1,230	-
Income from charitable activities - Children's fees (private)	-	20,132	20,132	33,642
Income from charitable activities - Breakfast Club	-	428	428	182
Total 2021	8,871	291,325	300,196	267,054
Total 2020	860	266,194	267,054	

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Fundraising	2,729	2,729	11,811
Children's clothing	290	290	143
Refunds	(523)	(523)	4,763
Other clubs	-	-	3
Dinner money	-	-	282
	2,496	2,496	17,002

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Bank interest received	26	26	124

7. Other incoming resources

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
First aid course income	150	150	-

8. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
KCC funding	3,439	266,190	269,629	269,412
KCC special educational needs funding	731	-	731	-
DAF	-	206	206	-
	4,170	266,396	270,566	269,412

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

9. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
KCC funding	210,280	59,349	269,629	269,412
KCC special educational needs funding	731	-	731	-
DAF	-	206	206	-
	<u>211,011</u>	<u>59,555</u>	<u>270,566</u>	<u>269,412</u>
<i>Total 2020</i>	<u>221,496</u>	<u>47,916</u>	<u>269,412</u>	

Analysis of direct costs

	KCC funding 2021 £	KCC special educational needs funding 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	203,668	-	203,668	210,336
Depreciation	211	-	211	281
Toys, small equipment, books and consumables	1,561	-	1,561	7,979
Food and snacks	1,366	-	1,366	1,665
Trips and outings	-	-	-	486
Early years expenses	3,474	731	4,205	749
	<u>210,280</u>	<u>731</u>	<u>211,011</u>	<u>221,496</u>

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	KCC funding 2021 £	KCC special educational needs funding 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	1,917	-	1,917	3,852
Depreciation	797	-	797	1,062
Training courses	1,678	-	1,678	574
Food and snacks	171	-	171	223
Rent	26,006	-	26,006	10,970
Utilities	4,800	-	4,800	2,000
Insurance	1,932	-	1,932	1,992
Waste, cleaning and hygiene	2,560	-	2,560	2,953
First Aid expenses	517	-	517	84
Telephone	1,344	-	1,344	1,130
Postage and stationery	6,805	-	6,805	3,829
IT Software and Consumables	966	-	966	2,275
Licences	-	206	206	-
Subscriptions	664	-	664	1,010
Advertising	-	-	-	109
Staff uniforms	368	-	368	174
Premises maintenance	451	-	451	1,579
Equipment safety testing	60	-	60	-
Leasing costs	1,288	-	1,288	6,285
Travel expenses	-	-	-	28
Staff meals and Christmas costs	700	-	700	265
Accountancy	3,575	-	3,575	6,139
Professional fees	2,681	-	2,681	1,824
Bank charges	69	-	69	(441)
	59,349	206	59,555	47,916

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

10. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the Minster Playgroup's independent examiner for the independent examination of the Minster Playgroup's annual accounts	750	750
Fees payable to the Charity's independent examiner in respect of: All other services not included above	400	400
	<u>400</u>	<u>400</u>

11. Staff costs

	2021 £	2020 £
Wages and salaries	197,936	206,758
Social security costs	5,732	3,578
Contribution to defined contribution pension schemes	1,917	3,852
	<u>205,585</u>	<u>214,188</u>

The average number of persons employed by the Charity during the year was as follows:

	2021 No.	2020 No.
Charity Staff	23	26

No employee received remuneration amounting to more than £60,000 in either year.

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, expenses totalling £56 were reimbursed or paid directly to 1 Trustee (2020 - £NIL to Trustee). This was a reimbursement for the purchase of storage boxes.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

13. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Play equipment £	Total £
Cost or valuation				
At 1 April 2020	19,816	2,714	11,239	33,769
At 31 March 2021	19,816	2,714	11,239	33,769
Depreciation				
At 1 April 2020	16,870	2,475	10,395	29,740
Charge for the year	737	60	211	1,008
At 31 March 2021	17,607	2,535	10,606	30,748
Net book value				
At 31 March 2021	2,209	179	633	3,021
At 31 March 2020	2,946	239	844	4,029

14. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	150	-
	150	-

15. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	4,741	1,424
Other taxation and social security	1,392	1,342
Pension fund loan payable	364	371
Accruals and deferred income	22,146	1,150
	28,643	4,287

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds	100,976	313,929	(266,652)	148,253
Restricted funds				
Restricted Funds	4,626	8,871	(4,170)	9,327
Total of funds	105,602	322,800	(270,822)	157,580

Restricted funds are held for the purposes of spending on children that attract additional funding, these funds are only utilised for these children.

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

16. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2020 £</i>
Unrestricted funds				
General Funds	87,165	283,909	(270,098)	100,976
Restricted funds				
Restricted Funds	3,766	860	-	4,626
Total of funds	90,931	284,769	(270,098)	105,602

17. Summary of funds

Summary of funds - current year

	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2021 £</i>
General funds	100,976	313,929	(266,652)	148,253
Restricted funds	4,626	8,871	(4,170)	9,327
	105,602	322,800	(270,822)	157,580

Summary of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2020 £</i>
General funds	87,165	283,909	(270,098)	100,976
Restricted funds	3,766	860	-	4,626
	90,931	284,769	(270,098)	105,602

MINSTER PLAYGROUP

Notes to the financial statements for the year ended 31 March 2021

18. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	3,021	3,021
Current assets	9,327	173,875	183,202
Creditors due within one year	-	(28,643)	(28,643)
Total	9,327	148,253	157,580

Analysis of net assets between funds - prior year

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	4,029	4,029
Current assets	4,626	101,234	105,860
Creditors: amounts due within one year	-	(4,287)	(4,287)
Total	4,626	100,976	105,602

19. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2021.