
RIVERSIDE PLAYGROUP



UNAUDITED

TRUSTEES REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2021

RIVERSIDE PLAYGROUP

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31ST DECEMBER 2021

Trustees and Management Committee

Trustees

Paul Gutherson (Chairperson)

Jon Guilliat

Nathan Michael (Resigned Jan 21)

Management Committee

Rachel Gutherson (Secretary)

Tricia Reeson (Treasurer)

Jane Lewis

Kylie McMahon

Samantha Mountain

Samantha Wherry

Charity Registered Number

1030937

Principal Office

Riverside Playgroup

North Holme Road

Louth

LN11 0HG

Independent Examiner

Steve Gladwin

14 Andrews Close

Louth

Lincolnshire

LN11 0BP

RIVERSIDE PLAYGROUP

TRUSTEE'S REPORT FOR THE YEAR ENDED 31ST DECEMBER 2021

The trustees submit their annual report and the financial statements of Riverside Playgroup (the charity) for the year ended 31st December 2021. The Trustees confirm that the annual report and the financial statements comply with the requirements of the Charities Act 2011, the requirements of the charity's governing document and the Charities SORP (FRS102)

Structure, governance and management

Constitution

The charity is constituted under a Constitution dated 1993 and is a registered charity.

Method of appointment or election of Trustees

The strategic management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of Trust deed.

Organisational Structure and decision making

The day to day management of the charity is delegated to the Playgroup management team, who report to the management committee comprising the Chair, Treasurer and Secretary.

Risk Management

The management committee has undertaken a risk assessment of all activities organised by the Playgroup in furtherance of its objectives and of the Playgroup facilities and this is reviewed on an annual basis.

Objectives and Activities

Policies and objectives

The charity is constituted under a Constitution dated 1993 and is a registered charity no 1030937.

The playgroup aims to provide a service for the local community by providing a happy and relaxed environment for children of any culture and/or ability to learn through play. Children are encouraged by example and teaching to care for and respect not only themselves but also others and their environment.

The playgroup aims to:

- Increase personal confidence and self-esteem;
- Develop the concentration, communication and listening skills of the children;
- Broaden their range of experiences and deepen their levels of understanding;
- Develop their physical abilities.

The playgroup actively promotes creativity and imaginative play and equality of opportunity for everyone. Children are encouraged to feel part of their community by having visitors and visits to local facilities and places of interest in the town.

The playgroup maintains a working partnership with parents as this is recognised as being of major value and importance in the education of children. We also encourage each individual child to progress towards the Early Learning Goals as set out by the DfE.

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The Trustees, voluntary management committee and parents, together with the staff, undertake fundraising activities as required.

Achievements and performance

This year has been challenging as we, like lots of other organisations, learnt to cope with operating through the Covid-19 pandemic. Staff continued to support families by posting activities on Facebook and distributing hardship financial packages. Covid-19 continued to affect the things we could do, for example, we could not continue with our visits to the Care Home.

Opening up again after Covid, going back in September as normal, has had its challenges for some families and it is clear that periods of lockdown have impacted the development of some of the children. This has required the management and staff to consider additional support and resources. Despite the challenges the playgroup has fulfilled its aims and expectations in providing high quality care and education for pre-school children from the local area.

We saw some significant staff changes in the year, with the Manager retiring and the Deputy Manager leaving a few months later. Finding suitable replacement staff was challenging, recruitment in the sector is challenging at the moment. Our initial appointment to the Manager position ended before the end of the probationary period. Fortunately we were able to find an excellent Manager, a former member of staff, who has taken to the role well and whose values match those of the playgroup. One of our Trustees also stood down in the year.

Using deprivation funding we took all the children to the Cinema for their Christmas party and every child received a present. We also had a trip to the Garden Centre, where all the children had a meal and a range of activities and got to have taxi ride. Children also get to experience regular bus rides in to town.

Covid-19 prevented any fundraising events happening again this year, and given the financial pressures on our families this year it would not have been appropriate. We have been unable to hold usual activities that involve family members such as 'stay and play' sessions, parents evenings and Graduation events however we spoke with all parents on the phone to talk about their children's progress. Despite not being able to hold an event and disco to celebrate the children's achievements all children moving on to school received a mug and graduation photo.

We have purchased new learning resources/equipment and we continue to provide a high quality experience for the families using our services. We regularly review our fee level, aiming to be the lowest in the area – ensuring that affordable, high quality provision is available to families in Louth.

Reserves policy

The reserves policy is designed to set aside designated funds to ensure that we can properly mitigate specific risks, namely, the legal liability to return the site to its original condition at the end of our lease term (£10,000), one term's operating costs if funding was removed (£30,000) and to ensure that we could meet any financial responsibilities should we be forced to close and make staff redundant (£20,000).

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Even with these designated funds we remain in a healthy financial position but have yet again benefited from peppercorn rent. We continue to plan for this arrangement to end.

Our strong financial position gave us confidence throughout the Covid-19 pandemic.

Future developments

Continuing to provide high quality support for children and families remains our priority and we are closely monitoring demand and potential for future development. We will look into the recruitment of additional Trustees.

Trustees' responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations. Charity law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and the Charities SORP (FRS102). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that 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 and Charities SORP (FRS102). They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on _____ and signed on its behalf by:

Paul Gutherson

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INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31ST DECEMBER 2021

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members for the year ended 31st December 2021 on the accounts set out on pages 6 to 11.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts, and they consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to :

- examine the accounts (under section 145 of the 2011 Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the next statement.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements :

- to keep accounting records in accordance with section 130 of the 2011 act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Dated:

Steve Gladwin MICB
14 Andrews Close
Louth
Lincs LN11 0BP

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STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account) FOR THE YEAR ENDED 31ST DECEMBER 2021

		Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES	Note				
Incoming resources from generated funds:					
Grants and funding	1	13,782	87,795	101,577	109,585
Incoming resources from charitable activities	2		4,942	4,942	6,443
Activities for generating funds (fund raising)			-	-	26
TOTAL INCOMING RESOURCES		13,782	92,737	106,519	116,054
RESOURCES EXPENDED					
Costs of generating funds			-	-	-
Cost of fund-raising					
Charitable activities	3	12,301	105,597	117,898	113,187
TOTAL RESOURCES EXPENDED		12,301	105,597	117,898	113,187
NET INCOME (DEFECIT) FOR THE YEAR	4	1,481	(12,860)	(11,379)	2,867
NET MOVEMENT IN FUNDS FOR THE YEAR		1,481	(12,860)	(11,379)	2,867
TOTAL FUNDS AT 1ST JAN 2021		7,460	97,398	104,858	101,991
TOTAL FUNDS AT 31ST DEC 2021		8,941	84,538	93,479	104,858

The statement of Financial Activities includes all gains and losses recognised in the year
The notes on pages 8 to 11 form part of these financial statements.

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**BALANCE SHEET
AS AT 31ST DECEMBER 2021**

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	5	-	-
CURRENT ASSETS			
Cash at bank and in hand		93,479	104,460
Debtors	6	-	398
CURRENT LIABILITIES			
Creditors - PAYE	7	-	-
TOTAL ASSETS LESS CURRENT LIABILITIES		93,479	104,858
CHARITY FUNDS	8		
Unrestricted funds		84,538	97,398
Restricted Funds		8,941	7,460
TOTAL FUNDS		93,479	104,858

These financial statements were approved by the Trustees on
on their behalf by

and signed

Paul Gutherson

Trustee

The notes on pages 8 to 11 form part of these financial statements.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) FRS102.

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.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Resources expended

All expenditure is accounted for on an income & expenditure basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Tangible fixed assets and depreciation

All assets, or groupings of assets, costing more than £1,000 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Equipment - 25% straight line.

1 - Grants & Funding	2021	2020
	£	£
2 Yr Old Funding	33,938	37,141
Early Years Funding	53,857	62,651
	<hr/>	<hr/>
Unrestricted Funding	87,795	99,792
	<hr/>	<hr/>
Pupil Premium	7,904	3,232
Deprivation Supplement	5,878	6,561
Specific Child Funding	-	-
	<hr/>	<hr/>
Restricted Funding	13,782	9,793
	<hr/>	<hr/>
Total	101,577	109,585
	<hr/>	<hr/>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

2 – Incoming resources from charitable activities

	2021	2020
	£	£
Fees Received	4,942	6,443
Charitable Donations	-	-
	4,942	6,443

3 – Charitable Activities

Unrestricted Funds	2021	2020
	£	£
Wages & Personnel Costs	88,878	88,605
Social Security Costs	-	216
Workplace Pension Costs	1,331	1,707
Rent & Rates	165	0
Equipment, Stationery & Consumables	6,501	6,643
Premises costs, Health & Safety	7,125	7,962
Trips & Xmas	345	234
Legal & Professional	334	2,380
Independent Examination Fee	300	300
Insurance	618	453
Depreciation of Equipment	-	-
	105,597	108,500
Restricted Funds		
Pupil Premium Expenditure	6,809	1,079
Deprivation Expenditure	5,492	3,608
Specific Child Expenditure	-	-
	12,301	4,687
Total Charitable Activities	117,898	113,187
Average staff headcount	8	8

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity. No trustee expenses have been incurred. No employees received employee benefits of more than £60,000.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

4 – Net Income for the Year

This is stated after charging

	2021 £	2020 £
Depreciation of tangible fixed assets: Owned by the charity	-	-
	<hr/>	<hr/>

5 – Tangible Fixed Assets

	Equipment £
Cost at 31 st December 2020	30,032
Additions for year	-
Depreciation at 1 st January 2021	30,032
Charge for year	-
	<hr/>
At 31 st December 2021	-
	<hr/>
Net Book Value	
At 31 st December 2020	-
	<hr/>
At 31 st December 2021	-
	<hr/>

6 - Debtors

	2021 £	2020 £
Due from HMRC	-	398

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

7 - Creditors

	2021	2020
	£	£
Amounts falling due within one year	-	-
Amounts falling due after one year	-	-

8 – Summary Of Funds

	Restricted	Unrestricted	Total
	£	£	£
General Fund Brought Forward	7,460	97,398	104,858
Incoming Resources	13,782	92,737	106,519
Resources Expended	12,301	105,597	117,898
	<hr/>	<hr/>	<hr/>
Carried Forward	8,941	84,538	93,479
	<hr/>	<hr/>	<hr/>