

---

RIVERSIDE PLAYGROUP

---



**UNAUDITED**

**TRUSTEES REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

---

# RIVERSIDE PLAYGROUP

---

## CONTENTS

---

	Page
Reference and administrative details of the charity, its trustees and advisers.	1
Trustees Report	2-4
Independent Examiners Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8-11

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY ITS  
TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

---

**Trustees and Management Committee**

Trustees

Paul Gutherson (Chairperson)

Jon Guilliat

Management Committee

Rachel Gutherson (Secretary)

Tricia Reeson (Treasurer)

Jane Lewis

Kerry Daff

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

## TRUSTEE'S REPORT FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022

---

The trustees submit their annual report and the financial statements of Riverside Playgroup (the charity) for the year ended 31st December 2022. 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.

### **Achievements and performance**

The playgroup has been fully open again post Covid. However, we are still seeing challenges in relation to children's development and also in attendance of registered children that we believe to be related to the difficulties of the Covid years.

We resumed our trips, utilising local amenities including the Seal Sanctuary at Skegness and to Tattershall Farm. We believe these are valuable experiences for the children and their parents.

The management team has settled well and begun to implement changes to the setting. The management and staff are still needing 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 did not carry out fundraising events given the financial pressures on our families this year. As usual we sent out Christmas presents to all our children and at the beginning of Autumn we sent out road safety packs including reflective snapbands and zipper tags.

We have been able to reinstate our usual activities that involve family members such as 'stay and play' sessions, parents' evenings and Graduation events.

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).

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

# INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022

---

## **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

Report to the trustees/members for the year ended 31<sup>st</sup> December 2022 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  
14 Andrews Close  
Louth  
Lincs LN11 0BP

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(incorporating income and expenditure account)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

		Restricted Funds 2022 £	Unrestricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
<b>INCOMING RESOURCES</b> <b>Note</b>					
Incoming resources from generated funds:					
Grants and funding	1	18,815	96,047	114,862	101,577
Incoming resources from charitable activities	2		10,496	10,496	4,942
Activities for generating funds (fund raising)			-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL INCOMING RESOURCES</b>		<b>18,815</b>	<b>106,543</b>	<b>125,358</b>	<b>106,519</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds			-	-	-
Cost of fund-raising					
Charitable activities	3	17,825	110,675	128,500	117,898
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL RESOURCES EXPENDED</b>		<b>17,825</b>	<b>110,675</b>	<b>128,500</b>	<b>117,898</b>
<b>NET INCOME (DEFECIT) FOR THE YEAR</b>	4	<b>990</b>	<b>(4,132)</b>	<b>(3,142)</b>	<b>(11,379)</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>990</b>	<b>(4,132)</b>	<b>(3,142)</b>	<b>(11,379)</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS AT 1<sup>ST</sup> JAN 2022</b>		<b>8,941</b>	<b>84,538</b>	<b>93,479</b>	<b>104,858</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS AT 31<sup>ST</sup> DEC 2022</b>		<b>9,931</b>	<b>80,406</b>	<b>90,337</b>	<b>93,479</b>
		<hr/>	<hr/>	<hr/>	<hr/>

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.



# BALANCE SHEET AS AT 31<sup>ST</sup> DECEMBER 2022

	Note	2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	5	-	-
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		90,718	93,479
Debtors	6	-	-
<b>CURRENT LIABILITIES</b>			
Creditors - PAYE	7	381	-
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>90,337</b>	<b>93,479</b>
<b>CHARITY FUNDS</b>	8		
<b>Unrestricted funds</b>		<b>80,406</b>	<b>84,538</b>
<b>Restricted Funds</b>		<b>9,931</b>	<b>8,941</b>
<b>TOTAL FUNDS</b>		<b>90,337</b>	<b>93,479</b>

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.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022

---

## 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.

<b>1 - Grants &amp; Funding</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
2 Yr Old Funding	49,265	33,938
Early Years Funding	46,782	53,857
	<hr/>	<hr/>
<b>Unrestricted Funding</b>	<b>96,047</b>	<b>87,795</b>
	<hr/>	<hr/>
Pupil Premium	10,957	7,904
Deprivation Supplement	4,798	5,878
Specific Child Funding	3,060	-
	<hr/>	<hr/>
<b>Restricted Funding</b>	<b>18,815</b>	<b>13,782</b>
	<hr/>	<hr/>
<b>Total</b>	<b>114,862</b>	<b>101,577</b>
	<hr/>	<hr/>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022

---

### 2 – Incoming resources from charitable activities

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Fees Received	10,496	4,942
Charitable Donations	-	-
	<hr/>	<hr/>
	<b>10,496</b>	<b>4,942</b>
	<hr/>	<hr/>

### 3 – Charitable Activities

<b>Unrestricted Funds</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages & Personnel Costs	94,040	88,878
Social Security Costs	-	-
Workplace Pension Costs	1,746	1,331
Rent & Rates	645	165
Equipment, Stationery & Consumables	4,620	6,501
Premises costs, Health & Safety	7,913	7,125
Trips & Xmas	372	345
Legal & Professional	60	334
Independent Examination Fee	300	300
Insurance	979	618
Depreciation of Equipment	-	-
	<hr/>	<hr/>
	<b>110,675</b>	<b>105,597</b>
	<hr/>	<hr/>
<b>Restricted Funds</b>		
Pupil Premium Expenditure	10,395	6,809
Deprivation Expenditure	5,163	5,492
Specific Child Expenditure	2,267	-
	<hr/>	<hr/>
	<b>17,825</b>	<b>12,301</b>
	<hr/>	<hr/>
<b>Total Charitable Activities</b>	<b>128,500</b>	<b>117,898</b>
	<hr/>	<hr/>
<b>Average staff headcount</b>	<b>8</b>	<b>8</b>

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.

# **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

---

## **4 – Net Income for the Year**

This is stated after charging

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets:		
Owned by the charity	-	-
	<hr/>	<hr/>

## **5 – Tangible Fixed Assets**

	<b>Equipment</b>
	<b>£</b>
<b>Cost at 31<sup>st</sup> December 2021</b>	<b>30,032</b>
<b>Additions for year</b>	<b>-</b>
<b>Depreciation at 1<sup>st</sup> January 2022</b>	<b>30,032</b>
<b>Charge for year</b>	<b>-</b>
	<hr/>
<b>At 31<sup>st</sup> December 2022</b>	<b>-</b>
	<hr/>
<b>Net Book Value</b>	
<b>At 31<sup>st</sup> December 2021</b>	<b>-</b>
	<hr/>
<b>At 31<sup>st</sup> December 2022</b>	<b>-</b>
	<hr/>

## **6 - Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Due from HMRC</b>	<b>-</b>	<b>-</b>

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

---

**7 - Creditors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year</b>	<b>381</b>	<b>-</b>
<b>Amounts falling due after one year</b>	<b>-</b>	<b>-</b>

**8 – Summary Of Funds**

	<b>Restricted £</b>	<b>Unrestricted £</b>	<b>Total £</b>
<b>General Fund Brought Forward</b>	<b>8,941</b>	<b>84,538</b>	<b>93,479</b>
<b>Incoming Resources</b>	<b>18,815</b>	<b>106,543</b>	<b>125,358</b>
<b>Resources Expended</b>	<b>17,825</b>	<b>110,675</b>	<b>128,500</b>
	<hr/>	<hr/>	<hr/>
<b>Carried Forward</b>	<b>9,931</b>	<b>80,406</b>	<b>90,337</b>
	<hr/>	<hr/>	<hr/>