



# Trustees' Annual Report

for the period

From (start date) 01 09 21 to (end date) 31 08 22

## Section A

### Reference and administration details

Charity name

CHARLTON PLAYGROUP

Other names the charity is known by

Newbottle & Charlton Pre-School

Registered charity number (if any)

1034974

Charity's principal address

Charlton Memorial Hall  
MAIN STREET  
CHARLTON

Postcode OX173DL

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	STUART KENTON			Committee
2	GEMMA WARD			"
3	LEAH AXTELL			"
4	JULIE KILBY			"
5	LOUISE-ANN COOPER			"
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

## Section A

## Reference and administration details (continued)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
ACCOUNTANT	BROOKES	1 MARKET PLACE BLACKLEY NN13 7AR

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

## Section B

## Structure, governance and management

Description of the charity's trusts

Type of governing document  
(eg trust deed, constitution)

How the charity is constituted  
(eg trust, association, company)

Trustee selection methods  
(eg appointed by, elected by)

Additional governance issues (optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
  - relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C

## Objectives and activities

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

TO PROVIDE A SAFE AND CARING  
Environment in which to educate  
children from the ages of  
18 months - 4 years

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Educational Care between the hours  
08.30 - 3.00  
Lunch care 11.30 - 12.30  
5 Days a week Monday - Friday  
throughout the school academic year.

Additional details of objectives and activities (optional information)

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

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

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year



## Section E

## Financial review

Brief statement of the charity's policy on reserves

We maintain a level of reserve to cover four months of expenses in case of an emergency situation.

Details of any funds materially in deficit

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Emma Ward

Position (eg Secretary, Chair, etc)

SECRETARY

Date

29 03 23

**Charlton Playgroup**  
**Charity No 1034974**  
**Receipts & Payments Account for the year to 31 August 2022**

	2022	2021	
	£	£	£
<b>Receipts</b>			
Council funding	£ 65,000.52	£ 49,796.18	
Apprentership	£ 4,500.00		
Fees	£ 59,859.98	£ 55,145.15	
Donations	£ 1,616.93	£ 1,550.58	
Fundraising	£ 605.00	£ 288.00	
Furlough Grant	£ -	£ -	
Bank interest	£ -	£ 2.39	
<b>Total Receipts</b>		£ 131,582.43	£ 106,782.30
<b>Payments</b>			
Consumables	£ 3,798.75	£ 2,152.32	
Events	£ 1,314.92	£ 459.97	
Staff gifts	£ -	£ -	
Equipment repairs	£ -	£ -	
Pre-school alliance annual fee	£ 3,675.43	£ 84.00	
Computer equipment	£ -	£ -	
Rent	£ 7,030.00	£ 6,851.00	
Utilities	£ 660.90	£ 1,478.12	
Insurance	£ 572.55	£ 561.54	
Toys & equipment	£ 767.00	£ 856.77	
Wages & employers NI	£ 93,351.17	£ 79,217.78	
Pension contributions	£ 3,134.94	£ 2,776.36	
Payroll supplier	£ 2,250.37	£ 1,440.00	
Accountant	£ 272.54	£ 180.00	
Subscriptions	£ 1,044.13	£ 319.23	
Ofsted annual fee & costs	£ 220.00	£ 220.00	
Training	£ 359.40	£ 920.00	
Uniforms	£ 258.15	£ 223.80	
Bank charges	£ 45.40	£ -	
<b>Total Payments</b>		£ 118,755.65	£ 97,740.89
<b>Excess of Receipts over Payments</b>		£ 12,826.77	£ 9,041.41
<b>Excess of Payments over Receipts</b>		£ -	£ -
<b>Opening balances at 01/09/2021</b>		£ 48,851.96	£ 39,810.55
		£ 61,678.73	£ 48,851.96
<b>Closing balances at 31/08/2022</b>			
<b>HSBC - Current account</b>		£ 21,073.83	£ 18,227.59
<b>HSBC - Savings account</b>		£ 40,604.90	£ 30,604.13
<b>HSBC - Emergency Fund</b>		£ -	£ 20.24
		£ 61,678.73	£ 48,851.96
		<b>Difference:</b>	
		£ 0.00	



**Section A**

**Independent Examiner's Report**

**Report to the  
trustees/ members  
of**

Charlton Playgroup

**On accounts for the  
year ended**

31/08/2022

**Charity  
no (if  
any)**

1034974

**Set out on pages**

2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2022**

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 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 Act.

**Independent  
examiner's  
statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

**Signed:**

**Date:**

**Name:**

Anita Brook

**Relevant  
professional  
qualification(s) or  
body (if any):**

ACCA

**Address:**

1 Market Place

Brackley, Northants

NN13 5HL

## **Section B**

### **Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**