



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	Sept	2021		31	August	2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Bevalee Marshall	Chairperson		Trustee Resolution
2	Annabelle Rodgers	Treasurer		Trustee Resolution
3	Sarah Goodwin	Secretary		Trustee Resolution
4	Sarah Horlock			Trustee Resolution
5	Naomi Sokeyo			Trustee Resolution
6	Sarah Read			Trustee Resolution
7	Karen Svagera			Trustee Resolution
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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (Pre-School Learning Alliance 2011)
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	By resolution at AGM and EGM

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.

The charity is a member of the Early Years Alliance (previously the Pre School Learning Alliance) as an umbrella body their membership provides insurance, advice, legal advice and a model constitution which we have adopted (2011). The charities activities are overseen and key decisions are made by a Committee, mostly made up of Parents of children within the playgroup. The operational and day to day management of the playgroup is delivered by a staff team including a Manager and Deputy Manager.

Section C Objectives and activities

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

The object of the charity is to deliver the EYFS to children of pre-school age.

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

The charity operates 5 days a week, term time only (sessional).

Our sessions are as follows:

Monday, Tuesday, Wednesday and Thursday - 9.15am to 2.45pm

Friday - 9.15am to 1.15pm

The pre-school is open 26 hours per week.

The pre-school runs out of Hunton Village Hall and employs an average of 8 part time staff to supervise an average roll of 50 children.

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.

Summary of the main achievements of the charity during the year

The charity continues to meet the educational requirements for preschool learning as prescribed by OFSTED and the Early Years Alliance.

Section E Financial review

Brief statement of the charity's policy on reserves

The trustees are required to hold sufficient funds to meet staff redundancy costs and the costs for hall hire for one school term following the curtailment of operations which we keep in the reserve account. This money is saved specifically for unforeseen circumstances, for example, a falling number of children attending, loss of premises, reduction in income, redundancies and to meet our statutory obligations if we should cease operation.
The trustee's estimate this cost to be approx. £45,000.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

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

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

The charities principal source of funding is fees provided by Kent County Council as the administrator of the government free childcare scheme. Additionally we receive private fees from non eligible families and we do a lot of fundraising in order to raise money to purchase new equipment etc.

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)	B. Marshall	A. Rodgers
Full name(s)	Bevalee Marshall	Annabelle Rodgers
Position (eg Secretary, Chair, etc)	Chairperson	Treasurer
Date	29/06/2023	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Hunton and Linton Under Fives Playgroup

**On accounts for the year
ended**

31 August 2022

**Charity no
(if any)**

1035846

Set out on pages

3 & 4

(remember to include the page numbers of additional sheets)

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's trustees, 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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Sharon Goodwin

Date:

30/06/2023

Name:

Sharon Goodwin

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

Chartered Accountant

Address:

11 Barton Road, Maidstone,

Kent, ME15 7BU

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Hunton and Linton Under Fives Playgroup

1035846

Receipts and payments accounts

CC16a

For the period
from

01.09.2021

To

31.08.2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
KCC Vouchers	76,450	-	-	76,450	91,071
Fees	20,673	-	-	20,673	22,034
Fund Raising	3,337	-	-	3,337	3,376
Coronavirus JRS	2,765	-	-	2,765	6,159
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	103,225	-	-	103,225	122,640
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	103,225	-	-	103,225	122,640
A3 Payments					
Staff Costs	86,517	-	-	86,517	82,626
Hall Rental, Insurance & Telephone	8,091	-	-	8,091	8,533
Toys & Equipment	8,646	-	-	8,646	16,654
Other	3,042	-	-	3,042	2,192
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	106,296	-	-	106,296	110,005
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	106,296	-	-	106,296	110,005
Net of receipts/(payments)	- 3,071	-	-	- 3,071	12,635
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	60,531	-	-	60,531	47,897
Cash funds this year end	57,460	-	-	57,460	60,532

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balances	57,460	-	-
		-	-	-
		-	-	-
	Total cash funds	57,460	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

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ended

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