

Trustees' annual report for the year ended 31st August 2021

Full name

Frampton Community Playgroup

Registered charity number

1036095

Principal address Frampton Village Hall, Middlegate Lane East, Frampton, Boston, Lincs, PE20 1AU.

Trustees Chairperson – Melissa Reeve Treasurer – Vacant. Secretary – Joanne Clark. Committee members - Susan Simmons, Karen Morris, Emily Dawson, Nicolas Goodley, Seanna Kerslake and Joanne Taylor.

Senior employee

Sue Simmons, Pre school Manager

Governing document The charity is operated under the rules of its constitution dated 1st March 2011.

Overall management of the charity is the responsibility of the trustees who are selected when they show an interest in becoming members and attend a meeting, and if they are still prepared to help, then they are elected on by two existing committee members.

Day to day project activity is managed and carried out by volunteers and paid staff.

Bankers Lloyds TSB Bank PLC, Market Place, Boston, Lincolnshire.

Independent examiner Ayesha Smith, FMAAT registered member in practice.

Aims and objectives The principal object of the charity is to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups. We run for the benefit of the children who attend. We are not a profit making organisation.

Activities We provide care in a stimulating and nurturing environment for children aged two to four years every weekday during school term time from 9.15am to 12.15pm. We are a committee run provision. We are Ofsted registered enabling us to maintain a high provision of care, by involving parents in the everyday running and decision making. We are inspected regularly by Ofsted. Our main aim is to provide opportunities for play and social experience during the important pre-school years. We ensure that all our staff are trained or are currently undergoing training to a high standard of qualification. We pride ourselves on a high ratio of staff to children to ensure that each child gets the time spent with them that they need. Each term the children are sent home with a 'homelink' book, which keeps their parents informed about their development and progress. Children are also further supported with individualised learning.

Summary of the main achievements during the period .

The last year has been much easier than the previous one for our Preschool, due to the Corona Virus regulations being less than the previous year.

We have continued with some of the changes we made due to Covid that we felt had worked well.

The children have enjoyed many varied activities throughout the year, including a party at Christmas that took place in the village Hall and the children enjoyed a bouncy castle and a Christmas food buffet. We also had a visit from Father Christmas and he gave all the children a present each. We also held an end of year Summer Party on the last day of term all children attended and included a bouncy castle and a picnic. The children leaving for school received a graduation photo and certificate and a selection of activities that would help them on starting school. The children have enjoyed many playgroup activities from all of the normal things they do like drawing, painting, model making etc, to nature trails on the playing field at the back of the hall, and making the most of the weather outdoors. We have again been continually proactively promoting healthy lifestyles to the children, both by physical activity, and through the snacks that they eat.

Children have enjoyed our usual termly activities such as construction, mark making, crafts, stories and rhymes and celebrating different festivals, such as Easter, Chinese New Year, Christmas and Diwali.

We have also joined in National fundraising activities, such as "Red Nose Day", "Christmas Jumper Day", "Children in need" and "Young Minds".

We have held a solid financial year.

Working with other organisations and networks We work in conjunction with Children's Links, as we are one of their members, and we work closely with Early Years consultancy support from Lincolnshire County Council and the speech and language service. They are available to give us help and guidance where necessary, on a wide range of issues from training and education to help with premises, and every day running issues. We are also members of the Early years alliance.

Managing major risks The biggest risk this last financial year have again been the ever increasing running costs that we have to deal with, as we have to ensure the group remains financially viable, alongside having to deal with the Corona Virus Pandemic and all the extra responsibilities that brought. We are also under pressure to continually replace items. Everyday expenses like wages, rent, consumables etc, have increased again over the past year, and due to increase even more over the next financial year. The increase in paperwork required for tracking and management has significantly increased our wage bill yet again, as staff seek for overtime payments for necessary / mandatory work they have to do. We try to manage this by keeping costs to a minimum. The group has been running for over 30 years and so far has not been in any serious financial difficulty.

Other than finances the group struggles to attract volunteers to take on major roles within the group for any length of time, although we do seem to have some new parents to the group that are beginning to be more interested in a committee role. Due to the transient nature of children through Playgroup to

Nursery, adults do not stay on the list of trustees (as a rule) for long enough to provide stability. Existing trustees are trying to promote the group and the benefit that other trustees can bring.

Other information Playgroup supports children with special needs and will accommodate where possible. We are also a member of the Early years Alliance, who keep us informed of changes in education and provide general help where necessary.

The charity's policy on reserves The playgroup was able to initiate a reserves account some years ago. In the last year we haven't added funds to this account. We now hold a minimum 6 months operating costs as reserves, and in each month this year have had up to six months in working capital at all times. As such, we are now working well above the Charity's Commission suggestion that it is best practice to hold six months running costs. The trustees declare that they have approved the trustees' report above.

Signed on behalf of the trustees:

Signed: 

Susan Simmons

Date: 6.6.22

Frampton Playgroup Accounts to 31st August 2021

Overview:

Starting Balance:	12,932.50
Income to date:	61,265.21
Expenditure to date:	58,538.95
Profit / Loss:	2,726.26

Current registered cashflow Amount:	15,658.76
Transfer to Reserves	

15,658.76

Reserves Account to date:	25,052.74
---------------------------	-----------

Total playgroup has:	40,711.50
----------------------	-----------

Income to date:	61,265.21
------------------------	-----------

Fees from parents	8,822.00
Early years funding	51,701.49
Fundraising	491.72
Donations	0.00
Refunds / Rebates	0.00
Other	250.00

Expenditure to date:	58,538.95
-----------------------------	-----------

Rent	4,170.10
Wages	44,888.37
Petty Cash	1,020.00
Consumables	3,263.28
Equip.	1,135.60
Admin.	2,636.41
Accountancy	785.00
Courses	0.00
Other	640.19

**Independent examiner's report to the trustees of
Frampton Community Playgroup
For the year ended 31st August 2021**

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(3)(a) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- follow the procedures laid down in the general directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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 I do not express an audit opinion on the accounts.

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 trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 1993 Act.

or

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

Signed Ayesha Smith
Mrs Ayesha Smith FMAAT

Date _____