



Poppleton Road Playgroup

(Charity number: 1037379)

**Trustees' Annual Report and Financial Statements
for the year ended
31 August 2024**

**HPH, Chartered Accountants
54 Bootham
YORK
YO30 7XZ**

**POPPLETON ROAD PLAYGROUP
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024
(Charity Number 1037379)**

CONTENTS	Page
Trustees' Annual Report	2 - 5
Independent Examiner's Report	6
Receipts and Payments Accounts	7
Statement of Assets and Liabilities	8
Notes to the Accounts	9

**POPPLETON ROAD PLAYGROUP
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2024**

Administrative details

Charity name: Poppleton Road Playgroup

Registered charity number: 1037379

Charity's address: c/o The Annex
Poppleton Road Primary School
Poppleton Road
York
YO26 4UP

Names of trustees serving during the year and to the date of this report

Victoria Clift	Chair from 01/09/2024	Appointed 07/07/2024
Rachael Cole	Treasurer from 08/11/2022	Appointed 30/09/2021
Abigail Maden	Secretary from 01/01/2024	Appointed 20/09/2022
Nikki-Jane Carter	Committee member	Appointed 20/09/2022
Nicky Braithwaite	Committee member	Appointed 22/11/2023
Natalie Jackson	Chair	Resigned 31/07/2024
Tanya Chapman	Secretary	Resigned 31/12/2023

Names of advisers

HPH, Chartered Accountants, 54 Bootham, YORK, YO30 7XZ (Accountants)

Preschool Learning Alliance - (Development Support)

City of York Council – West Offices, Station Rise, YORK, YO1 6GA (Early Years Support and Advice)

Structure, Governance and Management

Charity's governing document: Constitution dated 14 October 2013

How the charity is constituted: Unincorporated organisation

Trustee selection method: AGM

Additional governance issues: There is a minimum of 5 Trustees at any one time.

**POPPLETON ROAD PLAYGROUP
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2024**

Objectives

The objectives of the Pre-school (as stated in the Preschool alliance constitution adopted above) are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (a) offering appropriate play, education and care facilities, family learning and extended groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

Aims and activities to further the objectives.

Our aims as stated in our business plan: To provide the highest possible quality community childcare service in a welcoming, unique and exceptional setting.

Aim 1 – To achieve a Good rating from OFSTED and have a long waiting list through the following means.

- a) Best possible educational programme (EYFS): Children have had access to continuous provision and additional planned activities inside and out covering all the areas of learning and development. We have been able to return to pre covid way of running.
- b) Excellent Parent Partnerships: Activities undertaken have included regular parent meetings which we conducted face to face, ongoing communication with parents and activity ideas through DoJo online system, photo books newsletters, letters (through email), a Facebook and Instagram page. The website contains the up-to-date policies
- c) Strong Leadership - Ensure strong leadership is in place from management and committee: The manager has continued regular supervisions and observations with staff. The committee and the manager have met regularly to review progress. Self-evaluations of the setting were completed each term, and these were used to feed into the action plan which is updated regularly.

**POPPLETON ROAD PLAYGROUP
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2024**

Aim 2 – To have a well-trained and motivated team:

This year staff have worked together as a team towards becoming an ELKLAN communication friendly setting. We had our reinspection by OFSTED at the end of the school year 2023 and were happy to receive a 'GOOD' judgement.

There have been some staff changes, and the setting begins next year with a team of 5. All key staff have a level 3 or above. All staff have undertaken training over the year to support their continuing professional development, including updating first aid, safeguarding and food hygiene training.

Aim 3 – To refurbish our building with Poppleton Road Out of School Club:

We continue to apply for grants to improve the environment. We have been successful in securing a Tesco grant of £500 to contribute towards a kitchen revamp. We have also received a ward grant to pay for Makaton training for all staff.

Summary of main activities undertaken for the public benefit

Provision of opportunities for play, in compliance with the Early Years Framework, for all eligible 3–4-year-old children.

The trustees consider that they have complied with their duties to have due regards to the public benefit guidance published by the Charity Commission.

Additional details of objectives and activities:

The Playgroup was open for 20 hours per week term time during the year providing 4 hour pre-school sessions each day between Monday and Friday for 3 and 4 year old children.

We also had some rising 3s in the Autumn term attending on 2-year-old funding. This included providing lunches on a daily basis.

**POPPLETON ROAD PLAYGROUP
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2024**

Financial review

Reserves policy

At the year end the playgroup had cash reserves of £37,904. We aim to maintain reserves adequate to continue the running of the playgroup for 3-4 months in the event that funding was to be withdrawn. This allows time to assess the situation and make alternative financial plans without leaving the children, parents or staff with an unexpected change in their arrangements. Therefore, we aim to hold between £20,932 - £27,909 within our reserves. The reserves at the year-end exceeded this threshold.

Financial performance

During the year the playgroup achieved a surplus of £9,936. The Trustees are working closely to continue to monitor spending to ensure we continue to remain in a stable position.

Further financial review details

The playgroup receives Central Government Early Years funding for the majority of children in attendance. Fees are paid for places that are not covered by Government funding. The playgroup committee support income through regular fundraising events.

Declaration

Approved by the Board of Trustees on 2 April 2025 and signed on its behalf by



Victoria Clift
Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF POPPLETON ROAD PLAYGROUP

I report on the accounts of the Trust for the year ended 31 August 2024, which are set out on pages 7 to 9.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity 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:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Adrian Rodaway

Adrian Rodaway, BA, FCA, BFP, DChA
HPH, Chartered Accountants
54 Bootham
YORK
YO30 7XZ

2 April 2025

**POPPLETON ROAD PLAYGROUP
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2024
Charity number 1037379**

	2024		2023
	Unrestricted funds	Restricted funds	Total funds
	£	£	£
RECEIPTS			
NEG (Nursery Education Grants) Funding	80,461	-	80,461
Fees	10,724	-	10,724
Donations and Fundraising	816	1,095	1,911
Bank Interest	232	-	232
Milk Refunds	335	-	335
Other grants	-	-	-
Total receipts	92,568	1,095	93,663
PAYMENTS			
Salaries and Wages Costs	67,465	-	67,465
Staff Training and Other Costs	2,358	-	2,358
Play Materials and Equipment	3,498	-	3,498
Activities and Outings	1,065	-	1,065
Milk, Cleaning and Refreshments	4,257	-	4,257
Rent and Rates	975	-	975
Maintenance and Repairs	15	-	15
Insurance Costs	800	-	800
Affiliations and Memberships	216	-	216
Office Costs	75	-	75
Fundraising Costs	30	-	30
Accountancy, Payroll and Independent Examination Fees	2,968	-	2,968
Bank charges	5	-	5
Total resources expended	83,727	-	83,727
Deficit of receipts over payments	8,841	1,095	9,936
Transfer between funds	-	-	-
Funds brought forward at 1 September 2023	27,968	-	27,968
Funds carried forward at 31 August 2024	£ 36,809	£ 1,095	£ 37,904
	£ 27,968		

POPPLETON ROAD PLAYGROUP
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 AUGUST 2024
Charity Number 1037379

	Unrestricted	2024	Total	2023
	funds	Restricted	funds	Total
	£	funds	£	funds
		£		£
CASH FUNDS				
Current Bank Account	19,579	1,095	20,674	8,847
Savings Bank Account	15,000	-	15,000	17,029
Petty Cash	30	-	30	36
Payroll Account	2,200	-	2,200	2,056
	<hr/>	<hr/>	<hr/>	<hr/>
	£ 36,809	£ 1,095	£ 37,904	£ 27,968
	<hr/>	<hr/>	<hr/>	<hr/>
LIABILITIES				
Independent Examination Fee	1,155	-	1,155	1,080
	<hr/>	<hr/>	<hr/>	<hr/>
	£ 1,155	£ -	£ 1,155	£ 1,080
	<hr/>	<hr/>	<hr/>	<hr/>

The attached notes form part of these financial statements.

Approved by the Trustees on 2 April 2025 and signed on their behalf by:



Rachael Cole
Treasurer

**POPPLETON ROAD PLAYGROUP
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2024
(Charity Number 1037379)**

1. Basis of accounts

The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis. Cash-based accounts are not prepared on an accruals basis and therefore the Charities SORP does not apply to their preparation.

2. Restricted funds

Donations and grants received are treated as restricted funds where a restriction has been placed on their use by the donor or grantor.

3. Trustees' remuneration and expenses

No Trustees received remuneration for work as an employee of the Charity during this year (2023 – nil). No expenses were reimbursed to Trustees (2023 – nil). The Trustees have due regard to the guidance issued by the Charity Commission in respect of the payment of remuneration to Trustees.

4. Related party transactions

During the year, all 5 Trustees had children with places at the playgroup (2023 – 3). These places were all funded by the Council.