

Belton Playgroup



Accounts and Trustee Annual Report

From 1st April 2021 to 31st March 2022

Charity Name: Belton Playgroup

Charity Number: 1040441

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Independent Examiner's Report



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

Belton Playgroup

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)**

1040441

Set out on pages

1-2

(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 31/03/2022

**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.

Signed:

Date:

21/10/2022

Name: Jane Hancox

Relevant professional qualification(s) or body (if any): Institute of Certified Bookkeepers
MICB PM.Dip 394353

Address: 3 Grange Drive
Castle Donington
Derby DE74 2QU

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.

Accounts

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

Statement of Financial Activities (SOFA)

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds last year £	Notes
Income from:						
Charitable activities	120,577.24	-	-	120,577.24	94,027.65	1
Other trading activities	1,748.46	-	-	1,748.46	4,193.74	2
Donations and legacies	4,350.70	-	-	4,350.70	3,512.44	
Total	126,676.40	-	-	126,676.40	101,733.83	
Expenditure on:						
Charitable activities	114,692.66	-	-	114,692.66	83,111.82	3
Raising funds	46.07	-	-	46.07	8.70	
Total	114,738.73	-	-	114,738.73	83,120.52	
Net Income	11,937.67	-	-	11,937.67	18,613.31	
Net movement in funds	11,937.67	-	-	11,937.67	18,613.31	
Reconciliation of funds:						
Total funds brought forward	68,419.30	-	-	68,419.30	49,805.99	
Total funds carried forward	80,356.97	-	-	80,356.97	68,419.30	

Notes to SOFA

Note 1. Income from Charitable activities

Charitable activities	This year £	Last year £
Fees	76,231.45	37,085.81
EEEE funding	30,291.71	56,941.84
Funding carried forward	13,879.59	0.00
Other	174.49	0.00
Total	120,577.24	94,027.65

Note 2. Income from Other trading activities

Other trading activities	This year £	Last year £
Fundraising	1,517.22	1,442.66
Grants (Job retention scheme)	231.24	2,751.08
Total	1,748.46	4,193.74

Note 3. Expenditure on Charitable activities

Expenses	This year £	Last year £
Accountancy & bookkeeping	397.69	369.00
Advertising/promotional	44.99	0.00
Children's activities	980.15	1,449.10
Equipment	738.52	460.00
Food	1,332.98	426.11
Insurance & registration fees	959.04	874.96
Laundry/hygiene	0.00	0.00
Miscellaneous	1,640.26	1,680.60
PAYE	5,189.17	2,995.97
Pension	1,899.08	1,549.52
PPE	755.35	400.43
Rent	11,215.75	10,493.00
Repairs & renewals	1,704.50	0.00
Staff training	959.68	252.00
Stationery, postage and printing	29.19	13.98
Summer holiday expenses	1,021.65	0.00
Telephone/internet	816.67	665.39
Trustee expenses	35.62	0.00
Wages	84,564.13	61,481.76
Depreciation	408.24	-
Total	114,692.66	83,111.82

Balance Sheet

	Total funds £	Total funds last year £	Notes
Fixed assets:			
Tangible assets	3,674.16	4,082.40	1
Total fixed assets	3,674.16	4,082.40	
Current assets:			
Cash at bank and in hand	76,682.81	78,216.49	
Uncategorised	0.00	0.00	
Total current assets	76,682.81	78,216.49	
Liabilities:			
Creditors: Amounts falling due within one year	0.00	13,879.59	2
Net current assets	76,682.81	64,336.90	
Total assets less current liabilities	80,356.97	68,419.30	
Total net assets	80,356.97	68,419.30	
The funds of the charity			
Unrestricted funds	80,356.97	68,419.30	
Total unrestricted funds	80,356.97	68,419.30	
Total charity funds	80,356.97	68,419.30	

Notes to Balance Sheet

Note 1. Tangible assets

Furniture and fixtures:

Original cost: £4,082.40

Depreciation: £408.24

Total: £3,674.16

Note 2. Creditors: Amounts falling due within one year

Accruals: none

Statement of Cash Flows

	Total funds £	Total funds last year £	Notes
Cash flows from operating activities:			
Net cash provided by operating activities	12,345.91	32,946.50	1
Cash flows from investing activities:			
Furniture and fixtures (original cost)	-4,082.40	-4,536.00	
Net cash provided by investing activities	-4,082.40	-4,536.00	
Change in cash in the reporting period			
	8,263.51	28,410.50	
Cash at the beginning of the reporting period	68,419.30	49,805.99	
Cash at the end of the reporting period	76,682.81	78,216.49	

Notes to Statement of Cash Flows

Note 1. Net Cash

	This year £	Last year £
Net income for the reporting period (as per the statement of financial activities)	11,937.67	18,613.31
Adjustments for:		
Uncategorised asset		
Depreciation (furniture and fixtures)	408.24	453.60
Accruals		13,879.59
Total adjustments	408.24	14,333.19
Net cash provided by operating activities	12,345.91	32,946.50

Notes to the Accounts

Details of certain items of expenditure

Fees for examination of the accounts:

	This year £	Last year £
Independent examiner's fees	30.00	25.00

Paid employees

Staff costs:

	This year £	Last year £
Salaries and PAYE	89,753.30	64,477.73
Total	89,753.30	64,477.73

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

Key management personnel:

	This year £	Last year £
Total amount paid to key management personnel (includes trustees and senior management) for their services to the charity. For specific amounts paid to trustees, see later note	22,210.08	19,026.78

Average head count in the year:

The parts of the charity in which the employees work	This year Number	Last year Number
Charitable activities	8	7
Total	8	7

Transactions with trustees

Trustee remuneration and benefits:

This year one trustee has been paid remuneration from an employment with the charity.

Name of trustee	Legal authority	Amount paid	
		Remuneration £	Total £
Samantha Dexter	Governing document	22,210.08	22,210.08

Remuneration has been paid to this trustee for her role as Manager of Playgroup.

Last year two trustees were paid remuneration from an employment with the charity.

Name of trustee	Legal authority	Amount paid	
		Remuneration £	Total £
Samantha Dexter	Governing document	19,026.78	19,026.78
Amanda Overton	Governing document	3,693.78	3,693.78

Remuneration was paid to Samantha Dexter for her role as Manager of Playgroup.

Remuneration was paid to Amanda Overton for her role as an employee of Playgroup.

Trustees' expenses:

Trustee expenses have been incurred.

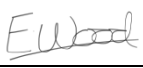

Type of expenses reimbursed	This year £	Last year £
CRB check costs	0	0
Other	35.62	0
Total	35.62	0
Number of trustees reimbursed for expenses or who had expenses paid by the charity	1	0

There have been no related party transactions in the reporting period for this year or last year.

Declarations

The trustees declare that they have approved the accounts above.

Signed on behalf of the charity's trustees:

Signature		
Full name	Emma Wood	Bethany Pass
Position	Chair	Fundraising Officer
Date	09/11/22	09/11/22

Trustees' Annual Report

Charity Name: Belton Playgroup

Charity Number: 1040441

Objectives and Activities

The purposes of the charity as set out in our constitution are:

- To enhance the development and education of children below school age, regardless of race or sex, by providing appropriate, safe and satisfying play facilities.
- Encouraging parents or guardians to enhance their understanding of their children's needs by taking part in the play when appropriate, and taking responsibility within The Association.

We are a small village run group whose aim is to provide a warm and caring environment to stimulate children and encourage them to learn and develop through play.

Our pedagogy is Ludocentric – this means that we believe children learn through play, the potential benefit and learning both immediate and long term comes from the play itself. The professional adult's role is to support the play process only intervening when the play needs moving forward. Adults are facilitators – getting resources to support the children's play when requested or by sensitively observing and knowing what may enhance the children's play.

The Playgroup creates an environment that supports individual development in communication and language, physical development, personal, social and emotional development, literacy, mathematics, understanding the world and expressive arts and design.

Belton Pre-School Playgroup is an inclusive learning environment. The operational plan states that, "We shall ensure that all children who attend the Playgroup shall feel secure, valued and included. We will not exclude any child because of their ability, gender, disability, special educational needs, religion, ethnicity or cultural beliefs". The Playgroup aims to be genuinely accessible to children and families from all sections of the local community.

Playgroup staff have attended training in the use of Makaton sign language and integrate this into daily activities for all, including song time, to support children with additional needs and to provide their peers with the tools for effective communication. Special regard has also been given to the purchase of toys, books and other equipment that reflect and cater to the diversity of the Playgroup.

Trustees have had regard to the guidance issued by the Charity Commission on public benefit. The core charitable purpose of the Playgroup is the advancement of education.

We actively encourage both parents of children in attendance at the setting and other people from the wider community to volunteer and attend fundraising events. Parents and other family members are also encouraged to take part in a helper's rota where they provide and prepare fruit for the children and are also given every opportunity, while at the setting, to get involved in playing alongside the children. As a committee run setting, without the volunteers Playgroup would not be able to run. They are invaluable to the governance, financial security and to the continued excellent reputation in the local community.

Achievements and Performance

Belton Playgroup, despite the ongoing challenges presented by the Covid-19 pandemic, has still had a successful year.

Throughout the last year Playgroup has continued to offer brilliant care and support to all of its children. The staff and committee have continued to be their usual hard-working, dedicated and cheerful selves.

Demand for Playgroup sessions has continued to increase, to the point where we now have a waiting list for some sessions. We have continued to offer the very popular holiday clubs throughout the year which were fully booked. Afterschool club continues to grow.

This year we welcomed an apprentice to our staff team. All staff received a pay increase in line with the government increase to the national living wage.

Belton Playgroup achieved it's 'Healthy Tots' Accreditation this year.

Fundraising was still limited this year as we were not able to hold as many attended events as before the Covid-19 pandemic. However the staff and committee still worked hard to provide safe fundraising activities. These included:

- Easter treat bags and raffle
- Bags2School collections
- Whist drives
- Christmas quiz and raffle

We also raised money through links with Amazon Smile and EasyFundraising.

Fundraising money this year was used towards new outdoor equipment and the children's Christmas Party.

Financial Review

Belton Playgroup has had another financially successful year.

We have a reserves policy which considers the following:

- Statutory obligations in the event of winding up the charity:
 - Reserves sufficient to cover liabilities to HMRC for PAYE and National Insurance contributions.
 - Reserves sufficient to cover statutory severance in the event of winding up the setting. (E.g. redundancy, payment in lieu of notice etc.)
 - Reserves sufficient to cover statutory holiday accrued by staff.
 - Reserves sufficient to cover any creditors. For example milk and bread supplier.
 - Funds sufficient to cover any obligations to give notice to Belton Village Hall.
 - Reserves sufficient to cover any other contractual obligations, for example any booked training.
- Contingency funds to cover estimated cyclical fluctuations in demand and revenue and any other unexpected demands on funds. The current reserves held are an estimated contingency for the payment of staff salaries and essential running costs for a period of three months.

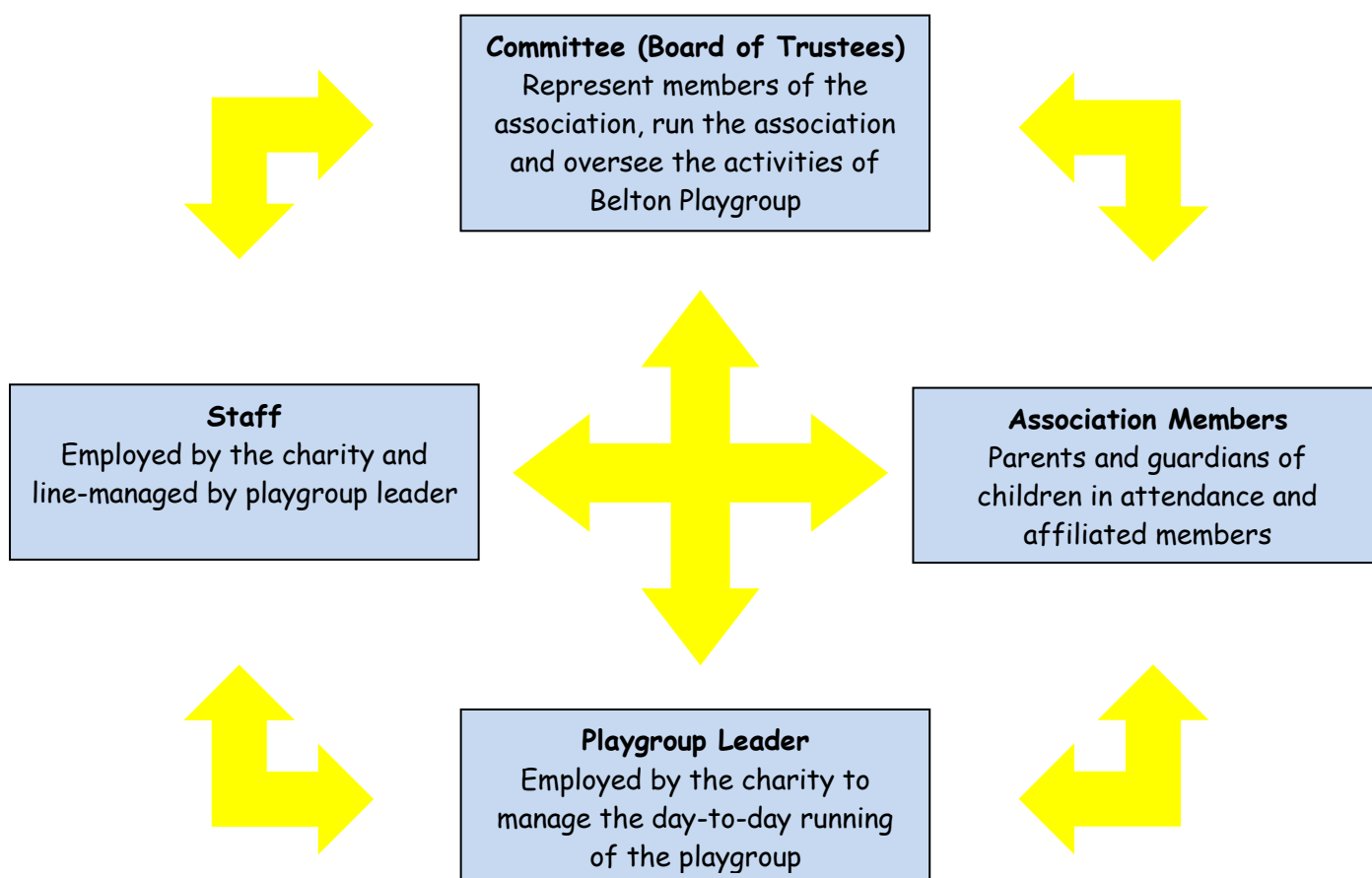
The amount held in reserves is currently £20,000.

Structure, Governance and Management

Belton Playgroup's governing document is our constitution. The charity is constituted by Belton Playgroup Association.

Trustees of the Association are appointed at the AGM by the committee where suitability decisions from Ofsted have been received. Otherwise, elected as soon as suitability checks have been completed. Trustees can make additional appointments between AGMs when other Trustees step down.

Organisation Structure:



Reference and Administrative Details

Address: Belton Village Hall, School Lane, Belton, Loughborough, Leicestershire, LE12 9TU



Names of the charity trustees who manage the charity:

	Trustee name	Office	Dates acted if not for whole year
1	Samantha Dexter	Playgroup Manager & Trustee	
2	Emma Wood	Chair	
3	Nicola Thorpe	Secretary	
4	Bethany Pass	Fundraising Officer	
5	Emma Smith	Treasurer	
6	Laura Brownlie	Trustee	
7	Ellen Cousins	Trustee	

Declarations

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

Signed on behalf of the charity's trustees:

Signature		
Full name	Emma Wood	Bethany Pass
Position	Chair	Fundraising Officer
Date	09/11/22	09/11/22