

# Belton Playgroup



## Accounts and Trustee Annual Report

From 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023

**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

Charity Name  
Belton Playgroup

#### On accounts for the year ended

31<sup>st</sup> March 2023

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 **31/03/2023**

#### 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:

03/01/2024

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
<b>Income from:</b>						
Charitable activities	133,348.85	-	-	133,348.85	120,577.24	1
Other trading activities	2,329.04	-	-	2,329.04	1,748.46	2
Donations and legacies	1,890.50	-	-	1,890.50	4,350.70	
<b>Total</b>	<b>137,568.39</b>	<b>-</b>	<b>-</b>	<b>137,568.39</b>	<b>126,676.40</b>	
<b>Expenditure on:</b>						
Charitable activities	125,818.82	-	-	125,818.82	114,692.66	3
Raising funds	36.05	-	-	36.05	46.07	
<b>Total</b>	<b>125,854.87</b>	<b>-</b>	<b>-</b>	<b>125,854.87</b>	<b>114,738.73</b>	
<b>Net Income</b>	<b>11,713.52</b>	<b>-</b>	<b>-</b>	<b>11,713.52</b>	<b>11,937.67</b>	
<b>Net movement in funds</b>	<b>11,713.52</b>	<b>-</b>	<b>-</b>	<b>11,713.52</b>	<b>11,937.67</b>	
<b>Reconciliation of funds:</b>						
Total funds brought forward	80,356.97	-	-	80,356.97	68,419.30	
<b>Total funds carried forward</b>	<b>92,070.49</b>	<b>-</b>	<b>-</b>	<b>92,070.49</b>	<b>80,356.97</b>	

## Notes to SOFA

### Note 1. Income from Charitable activities

Charitable activities	This year £	Last year £
Fees	57,053.02	76,231.45
EEEE funding	75,265.83	30,291.71
Funding carried forward	0.00	13,879.59
Other	1,030.00	174.49
<b>Total</b>	<b>133,348.85</b>	<b>120,577.24</b>

### Note 2. Income from Other trading activities

Other trading activities	This year £	Last year £
Fundraising	2,329.04	1,517.22
Grants (Job retention scheme)	0.00	231.24
<b>Total</b>	<b>2,329.04</b>	<b>1,748.46</b>

### Note 3. Expenditure on Charitable activities

Expenses	This year £	Last year £
Accountancy & bookkeeping	351.66	397.69
Advertising/promotional	0.00	44.99
Children's activities	957.08	980.15
Equipment	2,253.24	738.52
Food	1,303.48	1,332.98
Insurance & registration fees	985.81	959.04
Laundry/hygiene	3.95	0.00
Miscellaneous	3,139.56	1,640.26
PAYE	5,285.13	5,189.17
Pension	2,955.28	1,899.08
PPE	741.57	755.35
Rent	13,769.00	11,215.75
Repairs & renewals	0.00	1,704.50
Staff training	692.98	959.68
Stationery, postage and printing	0.00	29.19
Summer holiday expenses	0.00	1,021.65
Telephone/internet	828.67	816.67
Trustee expenses	8.10	35.62
Wages	92,175.89	84,564.13
Depreciation	367.42	408.24
<b>Total</b>	<b>125,818.82</b>	<b>114,692.66</b>

**Balance Sheet**

	<b>Total funds</b> £	Total funds last year £	Notes
<b>Fixed assets:</b>			
Tangible assets	3,306.74	3,674.16	1
<b>Total fixed assets</b>	<b>3,306.74</b>	<b>3,674.16</b>	
<b>Current assets:</b>			
Cash at bank and in hand	<b>116,637.75</b>	76,682.81	
Uncategorised	0.00	0.00	
<b>Total current assets</b>	<b>116,637.75</b>	<b>76,682.81</b>	
<b>Liabilities:</b>			
Creditors: Amounts falling due within one year	27,874.00	0.00	2
<b>Net current assets</b>	<b>88,763.75</b>	<b>76,682.81</b>	
<b>Total assets less current liabilities</b>	<b>92,070.49</b>	<b>80,356.97</b>	
<b>Total net assets</b>	<b>92,070.49</b>	<b>80,356.97</b>	
<b>The funds of the charity</b>			
Unrestricted funds	<b>92,070.49</b>	80,356.97	
<b>Total unrestricted funds</b>	<b>92,070.49</b>	<b>80,356.97</b>	
<b>Total charity funds</b>	<b>92,070.49</b>	<b>80,356.97</b>	

**Notes to Balance Sheet**

Note 1. Tangible assets

Furniture and fixtures:

Original cost: £3,674.16

Depreciation: £367.42

Total: £3,306.74

Note 2. Creditors: Amounts falling due within one year

Accruals:

LCC funding of £22,874.00

Summer holiday club subsidy to carry forward for 2023 of £5,000.00

## Statement of Cash Flows

	<b>Total funds £</b>	<b>Total funds last year £</b>	<b>Notes</b>
<b>Cash flows from operating activities:</b>			
<b>Net cash provided by operating activities</b>	<b>39,954.94</b>	<b>12,345.91</b>	<b>1</b>
<b>Cash flows from investing activities:</b>			
Furniture and fixtures (original cost)	-3,674.16	-4,082.40	
<b>Net cash provided by investing activities</b>	<b>-3,674.16</b>	<b>-4,082.40</b>	
<b>Change in cash in the reporting period</b>			
	<b>36,280.78</b>	<b>8,263.51</b>	
Cash at the beginning of the reporting period	80,356.97	68,419.30	
<b>Cash at the end of the reporting period</b>	<b>116,637.75</b>	<b>76,682.81</b>	

## Notes to Statement of Cash Flows

## Note 1. Net Cash

	<b>This year £</b>	<b>Last year £</b>
<b>Net income for the reporting period (as per the statement of financial activities)</b>	<b>11,713.52</b>	<b>11,937.67</b>
<b>Adjustments for:</b>		
Depreciation (furniture and fixtures)	367.42	408.24
Accruals	27,874.00	0.00
<b>Total adjustments</b>	<b>28,241.42</b>	<b>408.24</b>
<b>Net cash provided by operating activities</b>	<b>39,954.94</b>	<b>12,345.91</b>

**Notes to the Accounts****Details of certain items of expenditure**

Fees for examination of the accounts:

	This year £	Last year £
Independent examiner's fees	50.00	30.00

**Paid employees**

Staff costs:

	This year £	Last year £
Salaries and PAYE	97,461.02	89,753.30
<b>Total</b>	<b>97,461.02</b>	<b>89,753.30</b>

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	23,058.16	22,210.08

Average head count in the year:

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



## 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	23,058.16	<b>23,058.16</b>

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

Last year one trustee was paid remuneration from an employment with the charity.

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

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

Trustees' expenses:

Trustee expenses have been incurred.



Type of expenses reimbursed	This year £	Last year £
CRB check costs	8.10	0
Other	0	35.62
<b>Total</b>	<b>8.10</b>	<b>35.62</b>
Number of trustees reimbursed for expenses or who had expenses paid by the charity	1	1

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	15/11/23	15/11/23

## 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 has seen another busy and successful year!

The staff team continue to be fantastic; their hard work, enthusiasm and dedication is so much appreciated, by so many. We also continue to have a strong committee team who put many hours into event organising, event baking, event tidying up and all the other things that happen behind the scenes. Their support is so much appreciated too.

We continue to offer holiday clubs which are always popular, we are already operating a waiting list for the summer holiday club.

We have enjoyed hosting many more face-to-face fundraising events this year compared to previous years during the pandemic. These continue to be well attended, by Playgroup families and also by other villagers, at the latest spring activity morning there were a number of village people who came in for tea and cake who do not have a current connection to Playgroup. It is lovely to have the support of the village.

Our annual accounts look financially secure for this year. We have carried over some of our income from the financial year that has just ended to the current year to go towards the summer holiday club so that it can be subsidised.

Staff have received a pay increase in line with the government increase to the national living wage.

Playgroup turns 50 years old this year and it is great to know that it continues to thrive and is in a sound financial position. It is a privilege to be a part of this brilliant organisation and to be able to contribute to ensuring its ongoing success for the next 50 years and beyond!

Fundraising events this year have included:

- Activity mornings
- Bags2School collections
- Whist drives
- Sponsored bike ride
- Christmas quiz and raffle
- Beetle drive

We also raised money through links with Amazon Smile and EasyFundraising. We also received match funding from DHL.

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.

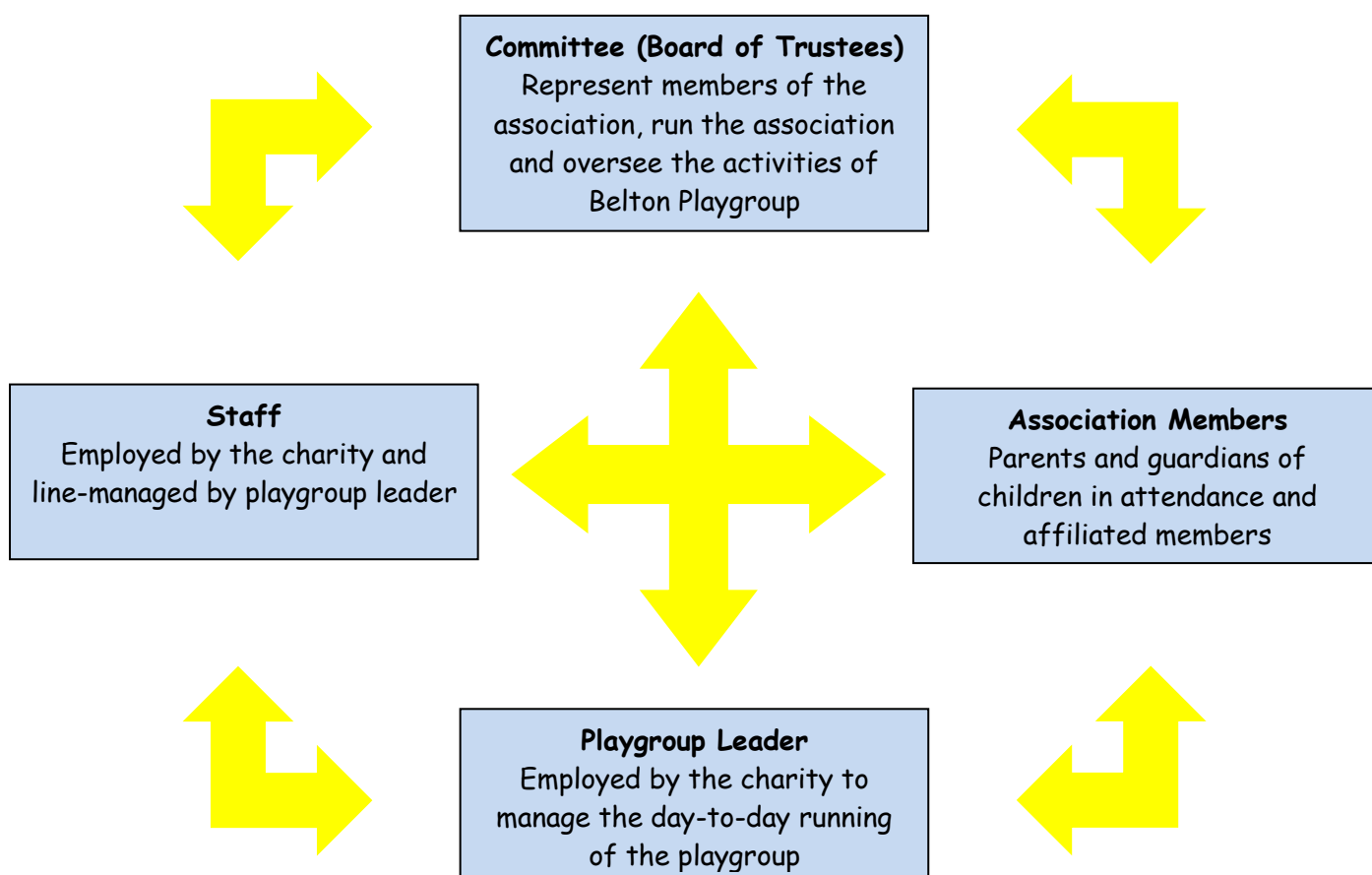
The amount held in reserves is currently £20,000.

### 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


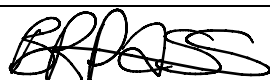
Names of the charity trustees who manage the charity:

	Trustee name	Office	Dates acted if not for whole year
1	Samantha Dexter	Playgroup Manager & Trustee	
2	Emma Wood	Chair	
3	Carmen Johnson	Vice-Chair	From 09/11/22
4	Nicola Thorpe	Secretary	
5	Bethany Pass	Fundraising Officer	
6	Emma Smith	Treasurer	Until 09/11/22
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	15/11/23	15/11/23