



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **Period start date 1/3/24 To 28/2/25**  
Period end date

**Charity name: St. Michaels Playgroup**

**Charity registration number: 1041030**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To provide childcare and education for children age 2,3 and 4 years old</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Operating hours 9am- 3pm Monday to Friday term time only . Full day 9-3, Half days offered 9am-12 mid day afternoon session 12- 3pm</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All trustees receive a full induction using publications from the charities commission</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>We continue to offer childcare to families with children age 2, 3 and 4 years old. We also have experience in providing places for children with additional needs.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>We remain able to operate covering all costs</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserve are held in the event of a financial emergency eg complete loss of of income we would be able to cever costs for 1 month</b>
Amount of reserves held	Para 1.22	<b>£10000</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>n/a</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The main income is local authority funding for children age 2, 3 and 4 . For those not eligible we charge fees</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Members of The Early Years Alliance – adopting the 2011 constitution</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Potential trustees to put their interest forward to the chair . Existing trustees to discuss and vote – majority vote accepted , chair person has the casting vote if necessary</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	ST Michaels Playgroup
Other name the charity uses	None
Registered charity number	1041030
Charity's principal address	c/o Finedon Infant School Orchard Road Finedon NN9 5JG

### **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	Joyce Stanford	Chair		
2	Stephanie Churn	Secretary	21 <sup>st</sup> May 2024	
3	Laura Hutchinson	Treasurer	16 <sup>th</sup> April 2024	
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Advalorem	2 Manor court , Old Wolverton Road, Wolverton , Milton Keynes MK12 5NN

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

Manager Miss Rebecca S Stanford-Durdan

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Mrs Joyce Stanford	Mrs Stephanie Churn
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	13 <sup>th</sup> Dec 2025	13.12.25



CHARITY COMMISSION  
FOR ENGLAND AND WALES

St Michael's Playgroup

No. 1041030

## Receipts and payments accounts

CC16a

For the period  
from

01/03/2024

To

28/02/2025

### 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 £
<b>A1 Receipts</b>					
Funding	160,177	-	-	160,177	157,042
Fees	10,837	-	-	10,837	17,654
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>171,014</b>	<b>-</b>	<b>-</b>	<b>171,014</b>	<b>174,696</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>171,014</b>	<b>-</b>	<b>-</b>	<b>171,014</b>	<b>174,696</b>
<b>A3 Payments</b>					
Staffing costs	138,915	-	-	138,915	148,764
Resources & Equipment & room costs	16,851	-	-	16,851	19,609
Insurance	1,532	-	-	1,532	902
Sundries	3,594	-	-	3,594	3,795
Waste disposal	345	-	-	345	666
Telephone	130	-	-	130	110
Travel	331	-	-	331	359
Governance	5,351	-	-	5,351	3,256
Entertainment	-	-	-	-	832
Repairs & Maintenance	6,194	-	-	6,194	7,144
Staff Training	1,786	-	-	1,786	1,299
Bad Debts	-	-	-	-	498
Adverts	50	-	-	50	641
PPS	919	-	-	919	485
Computer costs	648	-	-	648	274
Staff Uniform	126	-	-	126	336
Charitable Donations	50	-	-	50	150
Interest Paid	551	-	-	551	83
	-	-	-	-	-
<b>Sub total</b>	<b>177,373</b>	<b>-</b>	<b>-</b>	<b>177,373</b>	<b>189,203</b>
<b>A4 Asset and investment purchases. (see table)</b>					
Laptop	-	-	-	-	183
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>183</b>
<b>Total payments</b>	<b>177,373</b>	<b>-</b>	<b>-</b>	<b>177,373</b>	<b>189,386</b>
<b>Net of receipts/(payments)</b>	<b>- 6,359</b>	<b>-</b>	<b>-</b>	<b>- 6,359</b>	<b>- 14,690</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>26,099</b>	<b>-</b>	<b>-</b>	<b>26,099</b>	<b>40,789</b>
<b>Cash funds this year end</b>	<b>19,740</b>	<b>-</b>	<b>-</b>	<b>19,740</b>	<b>26,099</b>



## 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 £
<b>B1 Cash funds</b>	Bank account	19,417	-	-
	Petty cash	323	-	-
		-	-	-
	<b>Total cash funds</b>	19,740	-	-
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	
		JOYCE STANFORD	04/12/2025	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

St Michaels' Playgroup

**On accounts for the year  
ended**

28 February 2025

**Charity no  
(if any)**

1041030

**Set out on pages**

1 & 2 of the receipts and payments form included.

(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 28/02/2025.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:**

**Date:**

11/12/2025

**Name:**

Zubair Arshad

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

ACA, FCCA

**Address:**

2 Manor Farm Court

Old Wolverton Road, Old Wolverton, Milton Keynes

MK12 5NN

Only complete if the examiner needs to highlight 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.**