

Bredon Playgroup



Bredon Playgroup, Church Rooms, Dock Lane, Bredon, Tewkesbury, GL20 7LG.

Tel: 01684 773536 / bredonplaygroup@gmail.com

Charity no. 1053149 / Ofsted Register no. 205313

Trustees Report for Year Ending 31st August 2021

AIMS:

Bredon Playgroup is a community pre-school run by experienced staff and managed by a committee of parents. We are self-financing and a registered charity. Our aim is to provide:

- ☐ Quality and consistency so that every child makes good progress and no child gets left behind.
- ☐ A secure foundation through learning and development opportunities which are planned around the needs and interests of each individual child and are assessed and reviewed regularly.
- ☐ Partnership working between practitioners and with parents and/or carers.
- ☐ Equality of opportunity and anti-discriminatory practice, ensuring that every child is included and supported.

Whilst doing this we offer a safe and stimulating environment for children to learn through play. Children need to learn to express themselves, to develop their skills and to be socially confident. Building these skills we enable children to enter school confidently and enthusiastically.

OBJECTIVES:

Our key objectives for the year 2020/21 included:

- ☐ Managing the future uncertainty due to continuing restrictions of the Covid pandemic.
- ☐ Review fundraising abilities in line with government restrictions.
- ☐ Expand the offer of hours to Pre-school children to ensure retention of staffing levels.
- ☐ Staff training for EYFS changes to be implemented from September 2021.
- ☐ Continued investment into the training budget to allow staff to pursue personal development.
- ☐ Active recruitment of new committee members
- ☐ Active promotion of playgroup to ensure preschool numbers for September 2021.

- ☐ Close management of expenditure on possible reduced income.
- ☐ Managing the reserves fund within the restraints of the policy.
- ☐ Ensure full use of government financial support where eligible.

REVIEW OF ACTIVITIES & ACHIEVEMENTS:

- ☐ Survived another tricky year where Covid 19 pandemic restrictions were still in place for the most part and early years settings expected to stay open during the Spring term (January 2021) whilst schools remained closed.
- ☐ Despite the closures of 2020, all children who entered school in September 2020 have settled well, reflecting a successful transition process under very difficult circumstances.
- ☐ With gathering restrictions in place, the biggest fundraising event of the year became a virtual Christmas show (2020) supported by a successful raffle.
- ☐ Managed and implemented new policies, procedures and risk assessments in line with the developing Covid situation and guidelines.
- ☐ Virtual training sessions on the new EYFS guidelines were attended by all staff.
- ☐ New Trustees appointed in July 2022.

FUTURE PLANS:

Our plans for the year 2021/22 include:

- ☐ Continued review of the offer of hours to Pre-school children to ensure retention of staffing levels.
- ☐ Take advantage of the availability of online training to allow staff to pursue personal development.
- ☐ Continued recruitment of new committee members
- ☐ Close management of expenditure on possible reduced income.
- ☐ Managing the reserves fund within the restraints of the policy.
- ☐ Focus on staff CPD and training, in particular safeguarding, teaching and educating
- ☐ Agree a staff succession planning

FINANCES:

- ☐ Summary for 2020/2021:

Income v Expenditure		Income £	Expenditure £
Fees	87820		
Grant	1114		
Sale of uniform		893	
Fundraising	2020		
Services and Supplies		60	
Sponsorship	100		
Wages/PAYE/Pension			68577

Rent/Insurance	8152
Services & Supplies	2221
Expenses	4515
Training	1127

Total **92007** **84592**
Net income **+7145**

- Our principle source of income is fees supported by fundraising. Fund raising activities were limited this year only contributing 2% to the total income. Activities were massively affected by Covid restrictions, therefore given the circumstances, to match the fundraising efforts overall of the previous year was a great achievement and testament to all the effort and hard work that the Playgroup Team and Committee put in.

Income £	Event	Income £	Expenditure £	Net
	Autumn Party	280	10	270
	Christmas Show	1205	112	1093
	Spring Fundraising	425	0	425
	Total	1910	122	1788

- Total cash summary at 31st August 2021

	£
Current Account	15429
Savings Account	52488
Petty Cash	524
Total Cash	68441

TRUSTEES:

The following Trustees were nominated and elected by the Committee to serve throughout the year 2020/21:

Chair – Gemma Cox
 Successor appointed for 2021/22- Sophie Taylor

Secretary – Louise Jenkins
 Successor appointed for 2021/22 - Emma Green

Treasurer – Jo Warner,
 Successor appointed for 2021/22 - Robyn Wilson

CONTACT DETAILS:

Playgroup Manager -Tracey Ford

PROFESSIONAL ADVISERS:

Bank: Santander

Accountant: Charlotte Millar

Insurance: Morton Michel

Payroll: PATA



Bredon Playroup		1053149		CC16a
Receipts and payments accounts				
For the period from	01/09/2020	To	31/08/2021	

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Fees	87,820	-	-	87,820	76,524
Sale of Uniform	893	-	-	893	294
Fundraising	2,020	-	-	2,020	2,075
Services and Supplies	60	-	-	60	384
Interest	112	-	-	112	318
CJRS grant	1,114	-	-	1,114	2,094
Sponsorship	100	-	-	100	169
	-	-	-	-	-
Sub total (Gross income for AR)	92,119	-	-	92,119	81,859
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	92,119	-	-	92,119	81,859
A3 Payments					
Wages & PAYE & Pension	68,577	-	-	68,577	61,999
Rent/Insurance	8,152	-	-	8,152	6,391
Services and Supplies	5,746	-	-	5,746	5,728
Training	1,127	-	-	1,127	549
Fundraising	-	-	-	-	-
Uniform	991	-	-	991	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	84,592	-	-	84,592	74,667
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	84,592	-	-	84,592	74,667
Net of receipts/(payments)	7,527	-	-	7,527	7,191
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	60,914	-	-	60,914	53,723
Cash funds this year end	68,441.15	-	-	68,441	60,914

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds	Current Account	15,429	-	-
	Savings Account	52,488	-	-
	Petty Cash	524	-	-
	Total cash funds	68,441.15	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-

		-	-
		-	-
		-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Details		
	Toys & Educational Equipment	-	-
	Furniture & fittings	-	-
	Computer	-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Details		
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval



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

BEEDON PLAYGROUP

On accounts for the year
ended

31.08.2021

Charity no
(if any)

Set out on pages

I report to the trustees on my examination of the accounts of the above
charity (the Trust) for the year ended 31.08.2021.

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

[The charity's gross income exceeded £250,000 and I am qualified to
undertake the examination by being a qualified member of (insert name of
applicable listed body)]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have
come to my attention in connection with the examination (other than that
disclosed below) 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.

Please delete the words in the brackets if they do not apply.

Signed:

Date: 28.06.22

Name:

CHARLOTTE MELLOR

Relevant professional
qualification(s) or body

AAT, TECHNICAL ASSOCIATION OF ACCOUNTING
20023756

IER

1

Oct 2018

(if any):

Address:

65 QUEENSMED
BEEDON
GL20 1NF

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.

IER

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Oct 2018