

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 2024

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 2023/24 included:

- Review staff benefits and consider enhancing these where possible to encourage staff retention and recruitment.
- Understand the impact of the introduction of the new funding structure from April 2024. Will we need to restructure our offer in order for the business to remain sustainable?
- Maximise fundraising to help offset the potential hike in NLW from April 2024.
- Ensure child numbers v staff cost balance. Look to increase attendance for children not using full NEF entitlement.
- Explore opportunities to increase income aside from fundraising – extended hours/holiday club.

- Recruit more committee members to join trustees – DBS/EY2
- Assess availability of funds to support succession planning
- Availability of training budget to allow staff to pursue personal development in specific areas of interest ie SENCO, ECAT etc. Alongside statutory training obligations.
- Continued close monitoring of day to day expenses.
- Managing the reserves fund within the restraints of the policy.

REVIEW OF ACTIVITIES & ACHIEVEMENTS:

- Changes within the staff team saw the appointment of a new Deputy Manager, promoted internally. The transition has been successful and the team have settled into the new structure positively.
- We have successfully recruited 1 permanent member of staff and 2 bank staff, enhancing the team and improving cover provision.
- Ofsted visited in November 2023, there was some fantastic feedback and we were thrilled to maintain our Good rating in all areas.
- Team focus remained the development of children, early identification of areas requiring additional support and working closely with parents to help put measures in place.
- The introduction of the spring term virtual Ballon Race and BBQ and Ice cream provision at the Cricket Club during the summer term have been successful additions to our fundraising program.
- The expansion of funded hours to 2YO's of working parents has helped increase our income since the funding came in at a rate higher than our usual fees. However, the decrease in fee paid hours limits how much we can affect income in future years.

FUTURE PLANS:

Our plans for the year 2024/25 include:

- From September 2024 it is planned to extend opening hours with an 8.45am start everyday and 3pm finishes on Mondays and Thursdays. This will hopefully encourage the funded 2YO's to sign up for longer days, therefore increasing income.
- Understand the impact of the NLW and ER NICs from April 2025.
- Review staff benefits and consider enhancing these where possible to encourage staff retention and recruitment.
- Ensure child numbers v staff cost balance. Look to increase attendance for children not using full NEF entitlement.
- Recruit more committee members to join trustees – DBS/EY2
- Availability of training budget to allow staff to pursue personal development in specific areas of interest ie SENCO, ECAT etc. Alongside statutory training obligations.
- Continue to look for additional income streams to take pressure off fundraising activities.

FINANCES:

- Summary for 2023/2024:

Income v Expenditure	Income £	Expenditure £
Fees/Funding	90638	
Sale of uniform	554	
Fundraising	6209	
Services and Supplies	82	
Grant	1500	
Sponsorship & Donations	2191	
Wages/PAYE/Pension		78831
Rent/Insurance		8314
Purchase of Uniform		654
Services & Supplies		266
Expenses		2296
Training		409
Fundraising Expenses		1769
Telephone/Broadband		574
Total	101174	93113
Net income	+8061	

The figures for 2023/24 include a Cultural Capital grant of £1500 and generous donations with match funding. If these figures were to be taken out, the overall figures would have been closer to:

Income	£ 99129
Expenditure	£ 93113
Net Income	£ 6016

The positive net income from this year will allow replenishment of the reserves fund following last year's deficit.

- Total cash summary at 31st August 2024

	£
Current Account	15968
Savings Account	53094
Petty Cash	767
Total Cash	69829

POLICY ON RESERVES:

Playgroup hold reserves to provide financial security and stability and ensure that we can meet legal obligations should we have to close. We aim to keep sufficient reserves to cover 1 full term of running costs, salary payments of notice periods and staff redundancy costs. The reserves also include a small contingency to cover staff long term sick payments, replacement of equipment of significant cost and costs associated with any possible temporary or permanent premises relocation.

The target reserve fund for 2023/24 was calculated at £65000. Therefore the financial position at the end of the year was £4829 more than the reserve target. This money will go some way to secure a good financial position for the start of the 2024/25 year and partially plug the gap created by last years deficit.

FUNDRAISING:

Our principle source of income is Nursery Education Funding and fees, supported by fundraising. Fundraising activities had great support from playgroup families and the local community. The introduction of providing a BBQ and ice creams at the local Cricket Club on a Friday evening during junior cricket training in the run up to the summer holidays has been a huge success. We have also added a virtual balloon race to the Spring term fundraising program which coincides with the children learning about transport!

Event	Income £	Expenditure £	Net Income £
Autumn Party	483	26	456
Christmas Show	2637	267	2370
Spring Fundraising	822	59	763
Summer CC activities	1668	375	1293
Misc Fundraising	599	0	599
Total	6209	727	5481

Our primary aim of fundraising is to ensure that we can continue to replace aged and damaged toys and improve the playgroup environment, however it is becoming more apparent that fundraising money is required to cover business running costs that Nursery Education Funding is not intended to cover.

TRUSTEES:

The following Trustees were nominated and elected by the Committee to serve throughout the year 2023/24:

Chair – Robyn Wilson

Secretary – Sarah Dittmann

Treasurer – Catherine Roylance

CONTACT DETAILS:

Playgroup Manager -Tracey Ford

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

Tel: 01684 773536

bredonplaygroup@gmail.com

Charity no. 1053149

Ofsted Register no. 205313

PROFESSIONAL ADVISERS:

Bank: Santander

Independent Accounts Examiner: Karen Hendry

Insurance: Morton Michel

Payroll: PATA UK



Bredon Playroup		1053149	
Receipts and payments accounts			
For the period from	01/09/2023	To	31/08/2024

CC16a

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 £
A1 Receipts					
Fees & Funding	90,638	-	-	90,638	76,695
Sale of Uniform	554	-	-	554	585
Fundraising	6,209	-	-	6,209	5,841
Services and Supplies	82	-	-	82	114
Interest	488	-	-	488	112
Grant	1,500	-	-	1,500	0
Sponsorship & Donations	2,191	-	-	2,191	323
	0	-	-	0	0
Sub total(Gross income for AR)	101,662	-	-	101,662	83,670
A2 Asset and investment sales, (see table).					
	0	-	-	0	
	0	-	-	0	0
Sub total	0	-	-	0	0
Total receipts	101,662	-	-	101,662	83,670
A3 Payments					
Wages & PAYE & Pension	78,831	-	-	78,831	74,395
Rent/Insurance	8,314	-	-	8,314	10,552
Services and Supplies	3,136	-	-	3,136	3,610
Training	409	-	-	409	562
Fundraising	1,769	-	-	1,769	1,481
Uniform	654	-	-	654	0
	0	-	-	0	0
	0	-	-	0	0
Sub total	93,113	-	-	93,113	90,600
A4 Asset and investment purchases, (see table)					
	0	-	-	0	
	0	-	-	0	
Sub total	0	-	-	0	0
Total payments	93,113	-	-	93,113	90,600
Net of receipts/(payments)	8,550	-	-	8,550	-6,931
A5 Transfers between funds	0	-	-	0	0
A6 Cash funds last year end	61,279	-	-	61,279	68,210
Cash funds this year end	69,828.40	-	-	69,828	61,279

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 £
B1 Cash funds	Current Account	15,968	-	-
	Savings Account	53,094	-	-
	Petty Cash	767	-	-
	Total cash funds	69,828	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			
Details		-	-
		-	-
		-	-
		-	-
		-	-

	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
	R Wilson	Robyn Wilson	24/06/25
	C Roylance	Catherine Roylance	24/06/25



Section A

Independent Examiner's Report

Report to the trustees

Bredon Playgroup

On accounts for the year
ended

31st August 2024

Charity no
(if any)

1053149

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 2024.

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:

24/06/2025

Name:

Karen Hendry

Relevant professional
qualification(s) or body

(if any):

Address:

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.