



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	08	2019		31	07	2020

Section A Reference and administration details

Charity name

Uley Under 5s Playgroup

Other names charity is known by

Registered charity number (if any) 1055461

Charity's principal address

The Village Hall

The Street

Uley, DURSLEY, Gloucestershire

Postcode

GL11 5SJ

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	Clare Williams	CHAIR		
2	Jade Coates	SECRETARY		
3	Anna Elvidge	TREASURER		
4	Josh Turner			
5	Carol Francis			
6				
7				
8				
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17				
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	The Playgroup was established in accordance with the PATA constitution.
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by Management Committee at AGM or SGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide affordable childcare within the EYFS framework structured by OFSTED to the village of Uley and the surrounding community.

To support local families and to be the main feeder to Uley Primary School.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

This is a village based playgroup for the under 5s with objectives as above.

The Management Committee work within the guidelines of the Charities' Commission on public benefit – helping to make childrens' first steps of education fun, happy and fulfilling.

Strong links are maintained with Uley Primary School, St Giles Church and the Friends of Uley School (PTA). The Playgroup visit the school on a regular basis.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All fund-raising is done by volunteers. The trustees and Management Committee work with parents and community members to raise funds and secure donations for Uley Under 5s Playgroup (UPG).

The Management Committee is made up of named trustees, parents and wider community members – all of whom are volunteers. The Management Committee meet monthly (or more frequently for specific events and issues) and meetings are usually attended by the Play Leader.

Policies and safeguarding are discussed during the monthly meetings, alongside the monthly report from the Chair, the Treasurer and the Play Leader.

Summary of the main achievements of the charity during the year

- Uley Under 5s Playgroup (UPG) has had a great year despite the COVID crisis, with high demand for places requiring a third member of staff to be employed on two days each week.
- UPG continued offering 3 full days and 1 half day per week as follows: Monday 8.30-1pm, Wednesday-Friday 8.30am-3pm.
- UPG has completed an entire policy review this year and set an annual review for each policy.
- UPG ran two very successful community fundraising events; the Oktoberfest and the Winter Fair with Santa's Grotto, which brought the village together in supporting the playgroup and raised significant additional funds.
- Our healthy financial position meant we were able to purchase new equipment for the children. This included a new set of 20 puddle suits for outdoor play, a dolls house and counting and literacy sets. We were also able to fund a dance teacher for three sessions with the children, as well as renew storage units
- During the COVID pandemic, we continued to support the families attending UPG with guidance on resources they could access while at home. We also were able to open up for two days a week from June 1, 2020 for any children wanting to attend.
- Despite the COVID restrictions and limitations, we were able to continue to pay all staff 80% of their wages from April to July inclusive.
- We continue to support the website and use social media outlets locally to advertise events, availability of places and what UPG is focusing on week to week. This has helped to raise the profile of Playgroup and with other local closures means we are likely to reach capacity in terms of number of children attending by the mid-point of the next academic year.

Section E Financial review

Brief statement of the charity's policy on reserves

The reserves in the bank are to safe guard against any unforeseen events or a drop in the number of children on the register.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Clare Williams

Position (eg Secretary, Chair, etc)

Chair

Date

7.10.2020

ULEY UNDER 5's PLAYGROUP
Income & Expenditure
(Prepared on a Cash Basis)

For year ending: **31st July 2020**

	2020		2019
	£	Diff	£
Income			
Fees Received	9,878.57	-22.50%	12,746.20
Nursery Grant	37,511.36	89.55%	19,789.76
Fundraising	3,362.26	-53.05%	7,161.96
Donations	65.00	-96.02%	1,633.20
Restricted Grant/Donation	-	-100.00%	917.00
Other income	7.21	120.49%	3.27
Total Income	50,824.40	20.29%	42,251.39

Expenditure			
Wages and staff costs	29,883.57	12%	26,704.09
Staff training	136.80	-17%	165.00
Premises costs	2,464.50	-47%	4,684.14
Consumables & resources	572.56	-28%	796.97
Equipment	1,288.98	#DIV/0!	-
Fundraising costs	2,057.77	-19%	2,543.47
Telephone & internet	233.39	23%	190.35
Restricted Grant	-	#DIV/0!	-
Other expenditure	1,450.81	27%	1,139.95
Accountants and payroll fees	547.90	24%	442.50
Total expenditure	38,636.28	5%	36,666.47

Net Surplus/(Deficit) for Year 12,188.12 5,584.92

Reserves

	Balance b/f	Movement	Balance c/f	Bank Statement Balance
Cash in Hand	45.96	-	45.96	45.96
Lloyds Current Account	4,552.33	- 1,498.70	3,053.63	3,053.63
Lloyds Business Account	22,005.02	9,998.65	32,003.67	32,003.67
	26,603.31	8,499.95	35,103.26	35,103.26
				- 3,688.17

Reconciliation-Current Account (Treasurers): at 31 July 2020

Bank Balance per statement	3,053.63
Outstanding payments:	
Outstanding receipts:	
Balance per accounts	<u>£3,053.63</u>

Liabilities

At the year end: £278.92 was owed to HMRC (2019: £227.44) in respect of Income Tax and NIC.
£17.88 was owed to NEST Pensions (2019: £42.51).

Debtors

There are no self-funding fees outstanding in respect of this year at 31st July 2020.
Grant funding totalling £ is due in respect of this year (2019: £0.00).
These are not included in the accounts as they have been prepared on a cash basis.

2020

2019

Other Expenditure Items	<u>£</u>	<u>£</u>	
Insurance	353.63	353.63	0.00%
Cleaning	-	20.35	-100.00%
Meeting Room Rent	-	10.00	-100.00%
Ofsted	50.00	50.00	0.00%
Subscriptions/Memberships	121.20	213.80	-43.31%
Repairs & Renewals	54.00	17.99	200.17%
Wish money expenditure	70.47	85.87	-17.93%
Petty Cash	29.37	52.50	-44.06%
Stationery & Postage	215.14	192.34	11.85%
Adverts	72.00	74.60	-3.49%
Fee Refunds	468.80	-	#DIV/0!
DBS	16.20	68.87	
	<u>1,450.81</u> -	<u>1,139.95</u>	

355.31



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
ULEY UNDER 5'S PLAYGROUP

On accounts for the year
ended

31/07/2020

Charity no
(if any)

1055461

Set out on pages

(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 DD / MM / YYYY.

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: *S A Cook*

Date: 18/10/2021

Name: Suki Cook

Relevant professional
qualification(s) or body

(if any):

Address:

Pinnells End Farm
Coaley
Gloucestershire GL11 5EA

Section B	Disclosure
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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.

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