

# Trustees' annual report (including directors' report) for the period



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Period start date  Period end date

Charity name

Charity reg no:

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	TO ENSURE THE DEVELOPMENT AND EDUCATION OF EARLY YEARS - CHILDREN AGED 2.5 - 4 YRS
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	OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES ADHERING TO THE AIMS AND OBJECTIVES OF THE EARLY YEARS ALLIANCE.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

## 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		

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	

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	WE HAVE RESERVES EQUIVALENT TO 3 MONTH RUNNING COSTS IN THE EVENT OF REDUNDANCIES.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	
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:	SORP reference	
Type of governing document (trust deed, memorandum and articles of association etc)	Para 1.25	CONSTITUTION
How is the charity constituted? (e.g limited company, unincorporated association, CIO)	Para 1.25	CHARITY
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	APPOINTED BY COMMITTEE.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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	HIGHBURTON PLAYGROUP.
Other name the charity uses	
Registered charity number	1055886
Charity's principal address	BURTON VILLAGE HALL NORTHFIELD LANE HIGHBURTON HUDDERSFIELD HDB OQT

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	FRAN TINDLE	CHAIR.		
2	STEVE CHAMBERS	VICE-CHAIR.		
3	LUCY JEBSON	SECRETARY		
4	JON EMBERTON	TREASURER		
5	LAURA CARVER			
6	LAUREN NEXEY	FOY		
7	STEPHANIE KERSHAW			
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Reference and Administrative details

(cont)

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## 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

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

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

### Other optional information



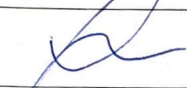
## Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)

	
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Full name(s)

FRAN TINDLE	
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Position (eg Secretary,  
Chair, etc)

Chair	
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Date

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# 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

HIGHBURTON PLAYGROUP.

On accounts for the year  
ended

31/03/2024.

Charity no  
(if any)

1055886.

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 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").

Independent  
examiner's statement

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.

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:

J Taylor

Date:

29/4/24

Name:

JENNIFER TAYLOR (NEE HALLAM)

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

ACMA.

Chartered Institute of Management Accountants

Address:

2 Ashford Manor

Penay Bridge

Huddersfield HD8 0SY.

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.**

[illegible]



BANK

EXPENSE	SOURCE	£5,931	£7,889	£7,137	£6,995	£4,357	£6,097	£5,626	£6,259	£6,198	£5,836	£5,762	£6,020	YTD ACTUAL	FULL YEAR
Salaries (inc.pension)	Bank	£5,931	£7,889	£7,137	£6,995	£4,357	£6,097	£5,626	£6,259	£6,198	£5,836	£5,762	£6,020	£73,707	£73,707
	Bank	£87	£79	£177	£141	£57	£11	£106	£89	£0	£0	£277	£0	£963	£963
HMRG/NIC	Bank	£990	£0	£0	£918	£0	£1,119	£0	£1,248	£0	£1,119	£0	£993	£6,187	£6,187
Rent	Bank	£0	£0	£0	£932	£932	£0	£0	£0	£0	£0	£35	£1,007	£1,007	£1,007
Insurance/Licences	Bank	£26	£311	£0	£129	£0	£0	£75	£0	£0	£39	£0	£62	£642	£642
Staff Training/OBS	Bank	£0	£0	£0	£0	£0	£0	£0	£15	£0	£0	£0	£0	£15	£15
Xmas Party	Bank	£0	£0	£0	£0	£0	£0	£0	£0	£292	£0	£0	£0	£292	£292
Staff Bonus	Bank	£436	£354	£308	£40	£64	£306	£523	£88	£69	£253	£107	£131	£2,677	£2,677
Educational Planning Resources	Bank	£10	£73	£158	£10	£10	£10	£34	£14	£20	£231	£12	£241	£820	£920
Other - Expense	Bank	£7,479	£8,705	£7,779	£7,833	£5,409	£7,532	£6,363	£7,713	£6,579	£7,529	£6,143	£7,247	£86,310	£86,310
	TOTAL EXPENSE											PROFIT/LOSS		£345	£345

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