



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 09 2022	To	31 08 2023

Section A Reference and administration details

Charity name

EMERSON VALLEY PLAYGROUP

Other names charity is known by

THE WENDY HOUSE

Registered charity number (if any)

1056708

Charity's principal address

River Valley Centre, 6, White Horse Drive, Emerson Valley,
Milton Keynes

Postcode

MK4 2AS

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	Wendy Cross			
2	Amy Lannon			
3	Sarah Clarke	Chair		
4	Lyndsay Ali		Until 07/03/23	
5	Aliz Szasz			
6	Natasha Wiggins	Secretary		
7	Charlotte Ross	Treasurer		
8	Nicola Kirby		From 07/03/23	
9	Samantha Ardley		From 23/05/23	
10	Luke Gibbons		From 23/05/23	
11				
12				
13				
14				
15				
16				
17				
18				
19				
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)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (Pre-School Learning Alliance 2011)
How the charity is constituted (eg. trust, association, company)	Trust reapproved on 5/03/23
Trustee selection methods (eg. appointed by, elected by)	Elected by members at AGM and/or co-opted by invitation of the committee

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.

--

Section C Objectives and activities

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

To enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children by:
Offering appropriate play, education and care facilities, family learning, together with the right of parents to take responsibility for and to become involved in the activity of the group, ensuring that opportunities are offered to all children whatever their race, culture, religion, means or ability.

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)

We are able to offer children play, education and care in accordance with Ofsted's Early Years Foundation Stage education and welfare requirements. Primarily this is through renting an appropriate space to provide these requirements and the employment of trained, qualified and experienced staff.

We admit children from families within the local community and the wider area within Milton Keynes from varied family backgrounds.

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.

Summary of the main achievements of the charity during the year

The playgroup had an Ofsted inspection on the 16th January 2023. It had been 5 and a half years since the last inspection. We were pleased to report at the time that the outcome was GOOD. In fact the inspector told us at the feedback that we were a strong good.

The playgroup reached capacity with almost all sessions taken by February 2023. However, it was a challenging year with a greater percentage of 2 years olds that we have seen for some time.

There were a number of staff changes. Two staff left and two new auxiliaries were employed. Two staff members gained their level 3 early years qualification. The outgoing Administrator reduced her hours with a view to retiring in the near future and the incoming Administrator started training to take over the role in March.

We had another successful trip to Rookery farm on the 4th May 2023 and the Open afternoon/evening in May was well attended with over 74% of our families making an appearance.

The playgroups committee had been in stage of slight unease during the year, because the management of the hall was due to be passed over to the local Parish Council. The initial date was in April and then May. We knew that our rent would be substantially increased, and that we would be asked to remove our wall displays. It didn't happen and now won't happen – apparently the terms of the lease that the parish council wanted, couldn't be applied to this hall, and they changed their minds! (The lease wasn't long enough)

There is an increase in Nursery Grant due to the increase in the hourly rate we received from Milton Keynes Council. We also reached capacity sooner than the previous year.

Wages costs has also increased. There was a large increase from April 2023 in National Living Wage and we needed more staff on some sessions because of the higher percentage of 2 year olds.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our policy aims to hold to build and maintain a reserve a total of three working months income. This is to cover for contingencies including, the temporary shortfall in the Autumn term, redundancy, SSP, increases in National Living Wage, pensions. We carried over a larger than normal surplus from the year 2020 to 2021 - £13452. This was set aside for use during the two subsequent financial years as the starting number of children was much lower than normal, expenditure had increased and we did not anticipate reaching capacity at any time during these academic years and were projecting a loss. The 23/24 year is the same and expenditure will increase again.

Details of any funds materially in deficit

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)	Charlotte Ross	Charlotte Ross
Full name(s)	Charlotte Ross	

Position (eg Secretary, Chair, etc)	Committee member	
-------------------------------------	------------------	--

Date 5th June 2024

EMERSON VALLEY PLAYGROUP T/A THE WENDY HOUSE
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST AUGUST 2023

	2023	2022
	£	£
Income		
Fund raising	39.09	11.92
Milk Grant	338.30	378.85
Fees	37,900.32	31,910.51
Nursery Grant	139,694.96	123,015.86
Bank Interest	399.91	6.96
Miscellaneous	0.00	1,072.22
CIRS & SSP	0.00	539.56
Other Funding - SEN	5,639.10	0.00
Total	184,011.68	156,935.88
Expenditure		
Rent	6,812.50	6,930.00
Milk	353.77	390.96
Equipment	677.61	1,318.89
Stationery	1,217.97	560.65
Miscellaneous		5,108.49
Wages (gross)	157,122.08	131,034.15
Wages - previous year (gross)	1,174.17	
Employer NI	1,107.39	3,979.58
Employer Pensions	1,882.32	3,844.91
Beverages	1,482.84	1,596.97
Expenses & Training	1,814.20	632.20
Consumables	2,263.92	2,390.76
Bank Charges	175.00	86.45
Treats	1,409.21	
Gifts, etc	1,398.45	
Uniform	815.63	
Memberships inc Insurance	1,885.69	
Telephone	669.22	
Total	182,261.97	157,874.01
NET SURPLUS / (DEFICIT)	1,749.71	(938.13)
Opening cash balance	76,856.47	77,794.60
Closing cash balance	78,606.18	76,856.47
STATEMENT OF ASSETS & LIABILITIES		
Assets		
Petty cash float	1338.05	1,586.82
Current Account	37811.34	60,082.81
Reserve Account	50286.75	14,886.84
2nd Reserve Account	CLOSED	300.00
Total Assets	89,436.14	76,856.47
Liabilities		
Autumn term Funding	9889.49	
PAYE (July & August 2023)	940.47	
Total Liabilities	10,829.96	0.00
Net Assets	78,606.18	76,856.47

Accounts examined by:


 C T Wilks FCMA FCCA

31st October 2023



Section A

Independent Examiner's Report

Report to the trustees

Emerson Valley Playgroup T/A The Wendy House

On accounts for the year
ended

31st August 2023

Charity no
(if any)

1056708

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st August 2023.

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

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:

C T Wilks FCMA FCCA

Date:

31st October 2023

Name:

C T Wilks

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

FCMA FCCA

Address:

Colin Wilks & Co Ltd, Suite 2, Douglas House, 32-34 Simpson Road
Fenny Stratford, Milton Keynes MK1 1BA

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.