



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **01/04/2019** Period start date To **31/03/2020** Period end date

Charity name: **Duke of Gloucester Playgroup**

Charity registration number: **1060528**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To enhance the development and education of children under school age. To encourage parents to understand and provide the needs of their children.
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	We provide childcare for all children, giving them enriched adult supported activities; for example – we encourage outdoor play by having a free flow environment and by taking children on regularly walks to explore what's around them. Through outdoor play, children will develop self-awareness, muscular strength and co-ordination and control of their bodies developing their gross motor skills. We provide enriched learning opportunities through a wide range of different craft and messy play, helping develop their hand eye co-ordination, imagination and develop fine motor skills needed to help children develop their hand grips. We provide a wide range of stories for children to learn how stories are structured, and role play opportunities, helping children develop their imagination, also helping them to share and learn how to co-operate with each other through their imaginary play. We help children learn how to experiment with shapes and space and how to problem solve through construction toys.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees are told where to find the Charity Commission guidelines that are relevant to our setting. We keep copies on the premises for them to access and guide them to the Charity Commission website.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A
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	<p>All our staff have done at least one training course throughout this year – The setting joined an Early Years Online Training provider which allows staff to do training when needed. Some of the courses offered are; Food hygiene, Biting in early years, Physical development, Children's mental health, Motivating boys in the early years, Outdoor provision, and many more.</p> <p>This year our funds have allowed us to buy new play equipment, fund the online training course provider, playroom resources, new plants and seeds for children's growing area, Nest contribution, and items for the everyday running of the setting.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	<p>For this financial year, we raised funds by collecting materials such as clothes that are recycled by Bristol textiles/C&G collections. Selling of strawberry plants and bug houses. We received donations from Cirencester Development and 50 squadron (a squadron within the barracks where we are based). Profit made from Christmas photo's. We also received funds from the yearly steam fair based on the barracks air field.</p>

Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	This financial year, we have made a profit which has been achieved by the increase of children taking up places in our extended hours. We have also received extra funding for two children which up until now we have funded the extra member of staff/resources needed to support them.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have a reserve policy/account for any staff redundancies, which we have six members of staff who would receive a redundancy payment. Funds are also for any other unforeseen financial circumstances that the setting may incur, such as new washing machine, fridges, and extra staffing for training hours.
Amount of reserves held	Para 1.22	£33,430.66
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Children's 15/30hour government funding and extra fee payments.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The main risk would be a large reduction in the children attending the setting, dramatically reducing our income. Or due to the current Covid situation, the setting having to close if we have any positive cases.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
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	Elected by AGM – trustee members. New members are elected in by at least two existing members.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All new trustees are inducted into the setting and directed to read relevant policies.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Trustees, staff and volunteers.
Relationship with any related parties	Para 1.51	Networking with other playgroups.
Other		

Reference and Administrative details

Charity name	Duke of Gloucester Playgroup
Other name the charity uses	
Registered charity number	1060528
Charity's principal address	29 Regiment RLC, Duke of Gloucester Playgroup, South Cerney, Cirencester, GL7 5RD

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	Robert Martin (Dave)	Chairperson	July 2014 to present	
2	Natasha Smith	Secretary	October 2018 to present	
3	Anneka Hicks	Treasure	October 2018 to present	
4	Sally Thomas		November 2017 to present	
5	John Heard		October 2019 to present	
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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	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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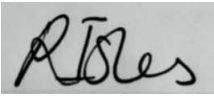
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mrs Rebecca Isles	
Position (eg Secretary, Chair, etc)	Finance Administer	

Date	18 th January 2021
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Accounts from 1st April 2019 to 31st March 2020

INCOME	April	May	June	July	August	September	October	November	December	January	February	March	
Children's fees including funding	6651.29	10981.93	12852.75	9326.10			11645.69	13594.20	9550.66	15243.52	12193.97	16369.46	£ 129,678.26
Unpaid fees			-334.10	-334.10									£ 668.20
Extra fees/state pick up fee	284.70	298.35	198.90	218.40		137.95	195.00	135.31	37.05	172.70	58.20	17.60	£ 1,774.16
Fundraising		55.50	193.00	25.50	27.90	425.00	319.12	19.50	101.50	86.80	24.90	500.00	£ 1,778.72
Uniform	33.00	7.50		33.00		16.50				57.00			£ 147.00
GCC course payment	160.00	60.00											£ 220.00
Parents Farm Trip													£ -
Grant towards PW/WB/JT care	433.80	433.80	433.80							0.00	640.00	2600.00	£ 4,541.40
Money from staff	11.11	55.64						61.20					£ 127.95
EY Forum	75.00			75.00				75.00					£ 225.00
	7648.90	11892.72	13344.35	9343.90	27.90	12245.14	11844.01	13824.01	9689.21	15560.02	12917.07	19487.06	£ 137,824.29

Grand Total

EXPENSES	April	May	June	July	August	September	October	November	December	January	February	March	
TOTAL WAGES	5470.01	8048.30	9109.31	7933.99	8611.93	9493.99	9577.52	9375.93	7567.20	10936.05	8902.27	11228.41	£ 106,234.91
HMRC	134.72	588.92	820.24	593.64	1152.88	1139.24	1871.21	1778.28	965.33	2101.13	924.25	2578.21	£ 14,648.05
PATA	334.00		162.00			209.00			173.00			280.00	£ 1,158.00
Refreshments	65.09	55.67	73.40	36.39	9.99	81.59	85.76	104.89	48.76	117.71	81.21	70.72	£ 831.18
Office Equipment	29.00	273.68	83.33	49.97	72.59	397.13	73.72	108.28	558.99	472.52	300.55	140.27	£ 2,560.03
Cleaning materials	15.58	98.33	87.42	10.07	22.65	74.13	38.56	64.71	24.64	123.00	16.04	20.23	£ 595.36
Playroom materials	73.82	39.90	79.88	135.76	488.34	114.76	34.16	363.93	115.21	104.42	9.70	40.26	£ 1,600.14
Internet webpage fee / Advertising													£ -
Training		30.00	200.00	90.00		102.00		320.00		140.00	210.00		£ 1,092.00
Garden	19.33	28.95		119.97		93.90							£ 262.15
Fundraising cost						150.38				89.64			£ 374.90
Uniform							134.88			106.56	46.75	35.94	£ 1,914.51
Other Expenditure	109.78	5.00	601.83	225.78		148.06	49.44	399.32	186.05				£ 50.00
Oldsted membership		50.00											£ 528.78
Insurance													£ -
Work Mobile	10.00	25.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	£ 135.00
DBS staff and committee	170.14	92.49	223.50	281.74	222.56	347.51	318.80	440.25	392.87	265.56	383.92	257.19	£ 100.80
NEST			75.00					75.00					£ 3,396.53
Carole course payment	6431.47	9336.24	11525.91	9487.31	10741.32	12211.31	12194.05	13040.59	10142.85	14466.59	11007.09	15190.01	£ 150.00
Grand Total													£ 135,774.74

Income less expenses	1217.43	2556.48	1818.44	-143.41	-10713.42	33.83	-350.04	783.42	-453.64	1093.43	1909.98	4297.05	£ 2,049.55
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29 JAN 2021



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Duke of Gloucester Playgroup

On accounts for the year
ended

31/03/2020

Charity no
(if any) 1060538

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:

Date:

25/1/2021

Name:

COOPER I P

Relevant professional
qualification(s) or body

(if any):

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Address:

29 Regiment RLC

Duke of Gloucester Barracks

Cirencester GL7 5RD

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.

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