



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01/04/2020** Period start date To **31/03/2021** 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>We remained open throughout the majority of the first Covid lockdown.</p> <p>We moved this year into a refurbished building.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	Due to Covid restrictions we have not been able to do any fundraising apart from our monthly collection of clothes - C&G collections.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>In the financial year ending Mar-21, COVID and the resulting lockdown in Mar-20 resulted in the setting having to close for two months. When the Playgroup did reopen, the number of children was reduced with additional staff required to manage COVID bubbles. The closure of the Playgroup and reduced children on reopening for two months resulted in a forecast loss of income of c£6k for the setting for the financial period.</p> <p>While COVID directly reduced the income in the year, the Playgroup also moved to a new, larger setting. The Playgroup had sufficient cash reserves to develop the outdoor garden and supply the new playrooms with learning materials for the children. The reduced income and investment to move into the new setting resulted in a c£6k loss for the financial year ending Mar-21.</p>
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	£33,431.19
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	Adam Maxwell	Chairperson	February 2021 to present	
2	Natasha Smith	Secretary	October 2018 to present	
3	James Wheatley	Treasure	February 2021 to present	
4	Sally Thomas		November 2017 to present	
5	John Heard		October 2019 to present	
6	Robert Martin (Dave)		July 2014 to present	
7	Anneka Hicks		October 2018 to February 2021	
8	Amy Merrett		January 2019 to February 2021	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## 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	26 <sup>th</sup> January 2021	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Duke of Gloucester Playgroup

No (if any)  
1060528

## Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2020		31/03/2021

### 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 £
<b>A1 Receipts</b>					
Children's fee's, funding and grants	152,561	-	-	152,561	
Fundraising	449	-	-	449	
Other income	666	-	-	666	
	-	-	-	-	
<b>Sub total (Gross income for AR)</b>	<b>153,676</b>	<b>-</b>	<b>-</b>	<b>153,676</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>153,676</b>	<b>-</b>	<b>-</b>	<b>153,676</b>	<b>-</b>
<b>A3 Payments</b>					
Wages	139,135	-	-	139,135	
Staff pension contributions	4,938	-	-	4,938	
Office Equipment	1,586	-	-	1,586	
Playroom materials	1,578	-	-	1,578	
Membership fees	712	-	-	712	
Refreshments	644	-	-	644	
Cleaning materials	1,234	-	-	1,234	
Staff training	673	-	-	673	
Insurance	602	-	-	602	
Garden	2,975	-	-	2,975	
Uniform	407	-	-	407	
Advertising	122	-	-	122	
Work mobiles	260	-	-	260	
Other Expenditure	4,775	-	-	4,775	
<b>Sub total</b>	<b>159,642</b>	<b>-</b>	<b>-</b>	<b>159,642</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>159,642</b>	<b>-</b>	<b>-</b>	<b>159,642</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 5,966</b>	<b>-</b>	<b>-</b>	<b>- 5,966</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>46,893</b>	<b>33,432</b>	<b>-</b>	<b>80,325</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>40,927</b>	<b>33,432</b>	<b>-</b>	<b>74,359</b>	<b>-</b>

RAO  
29 REGIMENT PLC  
29 JAN 22  
DUKE OF GLOUCESTER BARRECKS  
SOUTH CERNEY, CIRENCESTER  
GLOUCESTERSHIRE  
GL7 5RD



## 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	Cash in bank	40,927	33,432	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>40,927</b>	<b>33,432</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

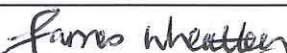
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	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	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Rebecca Isles	26/01/2022
	Carole Mercier	26/01/2022
	James Wheatley	26/01/2022



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Duke of Gloucester Playgroup

On accounts for the year  
ended

31/03/2021

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:

27/1/2022

Name:

Cooper I P

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.**