



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **01/09/2023** Period start date To **31/08/2024** 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>Over this period, we have welcomed a new manager to the setting. The old manager has now taken on the position of business manager.</p> <p>The deputy manager has just completed her Foundation degree in Early Years and is starting a BA Hons Early Childhood study in September. We have recruited a Housekeeper part time and another Early Years Practitioner.</p> <p>All staff continue to do at least one training course throughout the year, such as; Paediatric First Aid course and Biting in Early Years, Safeguarding.</p> <p>Throughout the year we have welcomed new children and increased our numbers with civilian children.</p> <p>Our opening times are 8am to 5.30pm were we offer a breakfast club for early starters, this being advantage for working parents.</p> <p>We continue to use the local outside community within the Barracks. We are very privileged to have lots of wonderful areas to use, for example a Trim trail, Outdoor Arena that we use for sports and playing ball games.</p> <p>We have purchased some new flooring for the classrooms due to having carpet previously. The new flooring is much easier to keep clean.</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	Our main fundraising is from monthly collection of clothes - C&G collections. The clothes are cashed in for cash.
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	In this financial period, we have continued to add to our reserves to take into account more staff now able to receive redundancy if ever needed. Our biggest cost this year was purchasing the new flooring for the classrooms.
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 seven 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	£75,867.23
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 for 2 and 3 year olds, plus 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.

		Military could possibly request the building back, therefore if this was the case we would need to relocate.
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 July 2024	
2	James Wheatley	Treasure	February 2021 to present	
3	Sally Thomas	Ordinary member	November 2017 to present	
4	Jade Bolton	Secretary	March 2024 to Present	
5	Philip Leon	Chairperson	March 24 to Present	
6	Nicolas Johnson	Vice-Chairperson	December 2022 to Present	
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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)	Carole Mercier	
Full name(s)	Mrs Carole Mercier	
Position (eg Secretary, Chair, etc)	Business Manager	
Date	21/05/2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
Duke of Gloucester Playgroup	1060528

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/09/2023		31/08/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Children's fee's, funding and grants	244,621	-	-	244,621	193,583
Fundraising	630	-	-	630	224
Other income	-	-	-	-	70
Interest	-	1,616	-	1,616	-
Sub total (Gross income for AR)	245,250	1,616	-	246,866	193,877
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	245,250	1,616	-	246,866	193,877
A3 Payments					
Wages	151,236	-	-	151,236	148,721
Staff pension contributions	5,933	-	-	5,933	6,638
Office Equipment	1,645	-	-	1,645	1,145
Playroom materials	921	-	-	921	868
Membership fees	669	-	-	669	1,386
Refreshments	1,521	-	-	1,521	957
Cleaning materials	641	-	-	641	504
Staff training	318	-	-	318	529
Insurance	-	-	-	-	722
Garden	1,436	-	-	1,436	1,096
Uniform	19	-	-	19	108
Advertising	-	-	-	-	122
Work mobiles	190	-	-	190	240
Other Expenditure	19,206	-	-	19,206	12,099
Sub total	183,736	-	-	183,736	175,135
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	183,736	-	-	183,736	175,135
Net of receipts/(payments)	61,514	1,616	-	63,130	18,742
A5 Transfers between funds	- 20,255	20,255	-	-	-
A6 Cash funds last year end	85,951	53,441	-	139,392	120,650
Cash funds this year end	127,210	75,312	-	202,523	139,392

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	127,210	75,312	-
		-	-	-
		-	-	-
	Total cash funds	127,210	75,312	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	James Wheatley	James Wheatley	03/06/2025	
	Carole Mercier	Carole Mercier	03/06/2025	

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Duke of Gloucester Playgroup

**On accounts for the year
ended**

31/08/2024

**Charity no
(if any)** 1060538

Set out on pages

(remember to include the page numbers of additional sheets)

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

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:

21/5/25

Name:

CODGER I

**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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