

# **All Saints Playgroup (Halifax)**

Charity number 1066854

## **Annual Report and Financial Statements for the year ended 31 August 2021**



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**Prepared by West Yorkshire Community Accounting Service**

# **All Saints Playgroup (Halifax)**

## **Trustees' report for the year ended 31 August 2021**

### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

<b>Name</b>	<b>Position</b>
Cara Templeman	Chair
Christine Graham	Secretary
Chloe Collins	Treasurer
Gail Broadbent	Parent member
Cheryl Westley	

### **Charity number**

The charity was registered with the Charity Commission for England and Wales, number 1066854, on 15 December 1997.

### **Principal address**

The Function Room  
Spring Hall Mansion  
Huddersfield Road  
Halifax  
HX3 0AQ

### **Bankers**

NatWest  
1 Waterhouse Street  
Halifax  
HX1 1JA

### **Independent examiner**

Helen Galvin FCCA

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is governed by a constitution adopted on 22 May 2015.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are appointed by the members at the AGM.

# **All Saints Playgroup (Halifax)**

## **Trustees' report (continued) for the year ended 31 August 2021**

### **Objectives and activities**

#### **The charity's objects**

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 through community groups and by:

- (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education.

#### **Achievements and performance**

Despite a year in which the Coronavirus led to more restrictions All Saints Pre School continued to provide a safe environment in which the children from the local community were able to attend, learn and socialise.

All Saints Pre-school has also maintained links with parents during the year providing much needed support to parents struggling with the isolation that the Coronavirus brought.

Children at the Pre-school have been able to access all areas of the Early Years Foundation Stage (EYFS) curriculum preparing them for a smooth and successful transition to a school of their choice.

#### **Financial review**

The net receipts for the year were £22,269, including net receipts of £11,195 on unrestricted funds and net receipts of £11,074 on restricted funds.

Pre-school staff are a dedicated team, passionate about the Early Years education they provide to the local community. They have utilised the staff effectively so as to keep staffing cost as low as possible. Preschool have increased marketing through community events, social media and advertising. Fundraising has played an important part in both the financial and social aspect of the Pre-school as it has helped it engage with more families in the local community who may need to access Early Years childcare.

The committee and staff meet 3/4 times a year to monitor the finances and plan for the coming months.

The Coronavirus has had an impact on the finances of the Pre-school and the uptake of children accessing the provision has reduced. Whilst the funds will need to be monitored closely, careful planning will ensure that Pre-School remains viable throughout this year and into future years.

## All Saints Playgroup (Halifax)

### Trustees' report (continued) for the year ended 31 August 2021

#### Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £21,350.

We have identified several reasons to justify holding funds in reserve:

To provide continuity of activities in the event of a large variation in income

To deal with emergencies

To deal with short-term fluctuations in cash-flow

To be able to develop projects

To take advantage of opportunities.

We aim to put aside 3 months running costs plus redundancy liabilities.

We estimate this to be £29,000, which we hope to attain in the next financial year.

Signed on behalf of the board of trustees on ..... 1. 23

Signed: ..... (Trustee)

Name: .....

## **All Saints Playgroup (Halifax)**

### **Independent examiner's report to the trustees of All Saints Playgroup (Halifax)**

I report to the charity trustees on my examination of the accounts of the Trust for the year ended 31 August 2021, which are set out on pages 6 to 9.

#### **Responsibilities and basis of report**

As the charity 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 as carried out under section 145 of the 2011 Act. 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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

Signed: .....

Name: Helen Galvin FCCA

Date: .....

#### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**All Saints Playgroup (Halifax)**  
**Receipts and payments account**  
**for the year ended 31 August 2021**

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Receipts</b>					
Grants	(2)	5,000	66,515	71,515	66,752
Fees		9,709	-	9,709	8,123
Fundraising		1,346	-	1,346	894
Uniform income		-	-	-	263
Other income		282	-	282	7
<b>Total receipts</b>		<u>16,337</u>	<u>66,515</u>	<u>82,852</u>	<u>76,039</u>
<b>Payments</b>					
Salaries and NI	(3)	3,359	38,846	42,205	44,649
Rent		1,010	10,213	11,223	12,459
Payroll costs		49	493	542	440
Training		-	-	-	157
Activity and material costs		201	2,034	2,235	392
Food		3	27	30	81
Equipment and toys		-	-	-	153
Accountancy and independent examination		43	435	478	1,248
Insurance		65	661	726	726
T-shirts and uniforms		16	159	175	549
Cleaning and recycling		166	1,677	1,843	639
Other payments		14	143	157	364
Advertising and publicity		31	312	343	498
Administration and bookkeeping		7	72	79	338
Stationery and printing		22	225	247	243
Telephone		13	137	150	151
Postage		1	7	8	4
Fundraising expenditure		142	-	142	-
<b>Total payments</b>		<u>5,142</u>	<u>55,441</u>	<u>60,583</u>	<u>63,091</u>
<b>Net receipts</b>		<u>11,195</u>	<u>11,074</u>	<u>22,269</u>	<u>12,948</u>
<b>Fund balances brought forward</b>		<u>10,155</u>	<u>7,273</u>	<u>17,428</u>	<u>4,480</u>
<b>Fund balances carried forward</b>	(4)	<u>21,350</u>	<u>18,347</u>	<u>39,697</u>	<u>17,428</u>

**All Saints Playgroup (Halifax)**  
**Statement of assets and liabilities**  
**as at 31 August 2021**

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Cash at bank	21,294	18,347	39,641	17,007
Cash in hand	56	-	56	421
<b>Total cash funds</b>	<u>21,350</u>	<u>18,347</u>	<u>39,697</u>	<u>17,428</u>

**Other monetary assets**

HMRC - SMP to recover

£  
1,942

**Assets retained for the charity's own use**

Various toys and other play equipment

Storage trolleys and boxes

Wooden chairs, tables and settee.

Bookcase

Printer

Computer cabinet

Laptop

**Liabilities**

Invoices outstanding

£  
117

Independent examination

480

CMBC - Autumn Term 2020 funding received in advance

9,442  
10,039

**Approval of the accounts**

The financial statements were approved by the board of trustees on .....

Signed: ..... (Trustee)

Name: .....



# **All Saints Playgroup (Halifax)**

## **Notes to the accounts**

### **for the year ended 31 August 2021**

#### **1 Accounting policies**

##### **Basis of accounting**

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

**All Saints Playgroup (Halifax)**  
**Notes to the accounts continued**  
**for the year ended 31 August 2021**

<b>2 Grants</b>	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Calderdale MBC	<u>5,000</u>	<u>66,515</u>	<u>71,515</u>	<u>66,752</u>

<b>3 Staff costs and numbers</b>	2021 £	2020 £
Gross salaries	41,716	45,752
Social security costs	1,325	(416)
Employment allowance	(1,325)	(1,269)
Pensions	<u>489</u>	<u>582</u>
	<u>42,205</u>	<u>44,649</u>

The average number employees during the year was 5 (2020: 5).

<b>Defined contribution pension scheme</b>	2021 £	2020 £
Costs of the scheme to the charity for the year	489	582
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

<b>4 Restricted funds</b>	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
CMBC - Early Education Funding	<u>7,273</u>	<u>66,515</u>	<u>55,441</u>	<u>18,347</u>
<b>Fund name</b>	<b>Purpose of restriction</b>			
CMBC - Early Education Funding	For the supply of free early years provision for 2 to 4 year olds			

**5 Related party transactions**

**Trustee expenses**

No trustee received any expenses during this year or the previous year.

**Trustee remuneration and benefits**

No trustee received any remuneration or benefit during this or the previous year.