



# Trustees' Annual Report for the period

Period start date  
From 1 June 2022 To 31 May 2023

## Section A Reference and administration details

Charity name

BRAMBLE BEARS PLAYGROUP

Other names charity is known by

Registered charity number (if any) 1072656

Charity's principal address

Ashwellthorpe Village Hall

The Street, Ashwellthorpe

Norfolk

Postcode

NR16 1AA

### 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	James Milk	Chair		
2	Kym Tuffnell	Treasurer		
3	Jessica Burrett	Secretary	To 23 <sup>rd</sup> February 2023	
4	Rebecca Milk	Secretary	From 23 <sup>rd</sup> February 2023	
5	Alison Turner	Treasurer	To 23 <sup>rd</sup> February 2023	
6	Elaine Thurlow			
7	Catherine Andrews			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

### 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)**

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document	Constitution adopted 1 September 1998 (as amended 17 April 2013)
How the charity is constituted	Association
Trustee selection methods	New Trustees are appointed by the Committee at the AGM except where resignations are made part way through the year and a replacement is needed.

### 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.

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## 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 through community groups and by a) providing safe and satisfying group play, in which parents have the right to take part and b) encourage other charitable activities through which parents may help the children.

**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)**

The Playgroup provided childcare facilities for children aged 2-5 years in and around Ashwellthorpe Village and its surrounding areas during school terms time. The Playgroup offers funded places for 2 year olds and 3 & 4 year olds.

The Trustees have had regard to the guidance issued by the charity Commission on public benefit.

**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 Charity continued to operate from its premises in Ashwellthorpe, using the old Village Hall.

In November 2022 we had an OFSTED Inspection and were graded GOOD in all areas which the Trustees were very pleased with.

The Trustees have worked very hard to ensure that the Charity has enough funds by fundraising.

This made it viable for more children locally and with that flexibility the number of attendances has gradually increased, and we are seeing that year on year which is good. More advertising locally will help.

The Trustees are of course very aware that finances are very tight indeed, and this is because the industry is struggling, especially with the increased costs of utilities, staff wages etc.

The Charity purchased more outside toys in order to help develop children's outside play.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity aims to maintain a reserve of cash funds for contingency purposes.

The Charity received a Norfolk County Council Sustainability Grant and this is being monitored in accordance with the contract.

### 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)		
Full name(s)	Jules Allie	
Position (eg Secretary, Chair, etc)	Chair	
Date	15 March 2024	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Bramble Bears Playgroup

On accounts for the year  
ended

31/05/2023

Charity no  
(if any)

1072656

Set out on pages

1 to 8

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/05/2023.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

16/02/2024

Name:

Sam Jarrett

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

CIPFA Qualified

Address:

6, Mariners Lane, Norwich NR1 3AF

Bramble Bears Playgroup

1072656

## Receipts and payments accounts

CC16a

For the period  
from

01/06/2022


To

31/05/2023

### 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>					
Fees	54,229	-	-	54,229	49,430
Donations	1,023	-	-	1,023	240
Grants	-	10,000	-	10,000	1,236
Fundraising	1,596	-	-	1,596	1
Interest	20	-	-	20	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	56,868	10,000	-	66,868	50,907
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	56,868	10,000	-	66,868	50,907
<b>A3 Payments</b>					
Wages	38,342	4,204	-	42,547	44,297
Pension Costs	1,949	-	-	1,949	2,396
Cleaning	464	-	-	464	882
Utilities	1,536	-	-	1,536	983
Printing & Stationery	374	-	-	374	387
Hall Hire	2,682	-	-	2,682	2,450
Staff Expenses	210	-	-	210	174
Refreshments	227	-	-	227	314
Gifts	314	-	-	314	416
Outings	265	-	-	265	252
Insurance	631	-	-	631	567
Fees	118	-	-	118	165
Accountancy	494	-	-	494	434
Consumables	798	-	-	798	1,107
Advertising	447	-	-	447	-
Telephone	333	-	-	333	470
General Administrative Expenses	-	-	-	-	381
Computer Costs	404	-	-	404	377
	-	-	-	-	-
<b>Sub total</b>	49,588	4,204	-	53,792	56,052
<b>A4 Asset and investment purchases. (see table)</b>					
<b>Equipment</b>	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	49,588	4,204	-	53,792	56,052
<b>Net of receipts/(payments)</b>	7,280	5,796	-	13,075	5,146
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	6,354	-	-	6,354	11,500
<b>Cash funds this year end</b>	13,634	5,796	-	19,430	6,354

## 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 £
<b>B1 Cash funds</b>	Bank Account	19,430	-	-
	Petty Cash	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>19,430</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		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 Milk	15 March 24	