

# BURDETT ESTATE PLAYGROUP

England & Wales · Charity number 1075458

## Details

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Other names	MATCHBOX PLAYGROUP
Status	Registered
Legal form	Other
Registered	1999-05-12
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	1-2 Butler House Burdett Road London E14 7AB
Phone	02079876297
Email	<a href="mailto:kim@matchboxnursery.co.uk">kim@matchboxnursery.co.uk</a>

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF CHILDREN BELOW COMPULSORY SCHOOL AGE IN TOWER HAMLETS A) PROVIDING SAFE AND SATISFYING GROUP PLAY, IN WHICH PARENTS HAVE THE RIGHT TO TAKE PART: B) ENCOURAGING OTHER CHARITABLE ACTIVITIES THROUGH WHICH PARENTS MAY HELP THE CHILDREN.

**Activities:** To advance the education of children below compulsory school age in Tower Hamlets, providing safe and satisfying group play, in which parents have the right to take part. Encouraging other charitable activities through which parents may help the children.

## Classification

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- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training
- **Who:** Children/young People, People With Disabilities

## Geography

- **Area of benefit:** TOWER HAMLETS
- Tower Hamlets

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£152,652	£108,427	-	-
2024-03-31	£112,508	£99,824	-	-
2023-03-31	£103,029	£83,085	-	-
2022-03-31	£111,613	£81,474	-	-
2021-03-31	£117,228	£102,571	-	-

## Trustees

Name	Role	Appointed
Beverly Ann Webb		2017-09-01
Kim Eileen Arrowsmith		2014-08-28
Leora Delores Deborah Semple-Morris		2014-08-28
RUFUS CLARKE		

**BURDETT ESTATE PLAYGROUP**

England & Wales - Charity number 1075458

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# Accounts

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# **Trustees Annual Report**

## **BURDETT ESTATE PLAYGROUP**

**Charity Number 1075458**

**51 Bow Common Lane,  
London E3 4AU**

## **CHAIRS, MANAGERS & STAFF REPORT**

**April 2024 – March 2025**

### **Charity Trustees**

**Rufus Clarke – Chairperson**

**Kim Arrowsmith – Secretary**

**Beverly Webb – Trustee**

**Leora Semple-Morris – Trustee**

Burdett Playgroup is a community playgroup providing early education for children under 5 years old. The playgroup was originally started in the 1960's and was originally run by Save the children Fund. This was handed over to local community to run in 1998 and was for a number of years part of the local community centre. In 1999 the playgroup became an independent charity and took responsibility for itself. This has worked well over the years and continues to work now. We have consistent staff and trustees who continue to steer the way. We continue to have our old building but make significant use of it, yes it does consistently need maintenance, but it is well used and we have an amazing outside area that the children spend much time in.

We have had a reasonable year with many children attending and whilst we have spent money on the building, equipment, and resources we still show a healthy account.

We continue to see the increase in demand due to the government funded hours now available to parents of all working 2-year-olds and we are accommodating their hours wherever possible. We have started to offer the additional 15 hours as it is available to children of working parents and offering this over two sessions each day. Due to this we are hoping to enclose our porch area and make this into an office/staff room which would give the staff somewhere to have their breaks away from the playgroup room, which is now being used for the children using 2 sessions each day to have lunch. It would also move the office away from the corner of the playgroup room and free up much needed space there. We appreciate that this will involve additional cost, but think it could really make the space work better for the children accessing the additional hours and allow staff the required separate space.

We have continued to see all the children attending the playgroup develop their skills. Lots of our idea's are steered by the children and through staff observations. It is still an honour to watch children attending the setting grow and develop over their time at playgroup and be school ready and prepared for their next big experience.

We continue to celebrate festivals and celebrations alongside awareness raising days – Sports relief, Comic Relief, World Book Day, Children in Need etc.

We are proud of the diverse community we serve and the welcome that all the families give to each other and others from further away in the borough.

We continue to develop and train our staff. Both staff have completed additional training this year, this is alongside the mandatory training required by all staff. We also ensured that our apprentices attend the mandatory training required as part of their course. Both our apprentices are due to complete over the next few months and will be moving onto work in the childcare field. We will recruit new apprentices to start the process again.

We are all proud of our staff and their achievements and thank them again for their dedication and commitment that they have again shown throughout the year.

We would like to thank everyone that has been involved in the smooth running of the playgroup for another year, especially: -

Poplar HARCA  
Best Practice Network – Training  
LBTH – Early Years Service



R. Clarke  
Chairperson

**BURDETT ESTATE PLAYGROUP**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
22 Queen Street  
Newport-on-Tay  
Fife  
DD6 8EE

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2025**

Chairperson:	Mr Rufus Clarke
Secretary:	Ms Kim Arrowsmith
Trustees:	Ms Beverley Webb Ms Leora Semple-Morris
Independent Examiner:	C Zielinski AIPFM
Bankers:	HSBC Bank PLC 465 Bethnal Green Road Bethnal Green London E2 9QW
Registered Address:	Burdett Playgroup 51 Bow Common Lane London E3 4AU

## STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE

As the charity's trustees, you are responsible for the preparation of financial statements for each financial year which gives a true and fair view of the charity's incoming resources and application of resources for the year then ended. In preparing those financial statements, you are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. You are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Committee on: 30/05/2025

Chair: R. Clark

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROUP**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2025**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2025, which are set out on pages 3 to 5.

**Respective Responsibilities of Trustees and Examiners**

The charity's trustees consider that an audit is not required for this year -under section 144(2) of the Charities Act 2011 (the Act)- and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission - under section 145(5)(b) of the Act, as amended- and
- To state whether matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

During my examination, no matter has come to my attention:

- Which gives me reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
  - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- To which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



C Zielinski AIPFM  
22 Queen Street  
Newport-on-Tay  
Fife  
DD6 8EE

23<sup>rd</sup> May 2025

23<sup>rd</sup> May 2025

**BURDETT ESTATE PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2025**

	2025 (£)	2024 (£)
<b>Opening balance (note 3)</b>	<b>219,924</b>	<b>207,240</b>
<b><u>Add: Receipts</u></b>		
London Borough Tower Hamlets:		
• NEG 3-4 years	38,854	36,040
• ELF 2 years	80,530	64,750
• Working Parent	13,275	-
• LBTH SANIF	3,096	-
• LBTH additional/(growth)	396	9,378
• Training	800	-
• Refund equipment costs	12,381	-
Parent contributions		52
Bank interest	3,320	2,288
<b>TOTAL RECEIPTS</b>	<b><u>152,652</u></b>	<b><u>112,508</u></b>
<b><u>Less: Payments</u></b>		
Wages and National Insurance	86,224	69,253
Utilities	2,487	1,670
Rent (note 6)	1,100	1,100
Equipment	3,011	18,346
Materials and stationery	1,136	2,112
Cleaning	410	412
Milk and food	2,717	2,986
Insurance	955	960
Independent examiner's fee (note 6)	1,400	650
Registration fees and membership	201	188
Refuse collection	94	115
Repairs and maintenance	4,464	264
Bank charges	60	60
Parties and outings	865	400
Training	3,303	35
Miscellaneous	-	1,273
<b>TOTAL PAYMENTS</b>	<b><u>108,427</u></b>	<b><u>99,824</u></b>
<b>Closing balances (note 3)</b>	<b><u>264,149</u></b>	<b><u>219,924</u></b>

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31<sup>st</sup> MARCH 2025**

	2025 (£)	2024 (£)
<u>MONETARY ASSETS</u>		
Cash at bank and in hand	264,149	219,924
<b>TOTAL CASH</b>	<b><u>264,149</u></b>	<b><u>219,924</u></b>
<u>OTHER MONETARY ASSETS</u>		
Prepayments (note 6)	1,000	1,700
<u>OTHER ASSETS</u>		
The charity owns numerous items of play equipment (note 2)	11,250	12,850
<b>TOTAL ASSETS</b>	<b><u>276,399</u></b>	<b><u>234,474</u></b>
<u>LIABILITIES</u>		
Creditors	-	-
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS</b>	<b><u>276,399</u></b>	<b><u>234,474</u></b>
Represented by:		
Equipment fund (note 2)	11,250	12,850
Designated funds (note 4)	160,000	130,000
Unrestricted funds (note 5)	105,149	91,624
	<b><u>276,399</u></b>	<b><u>234,474</u></b>

Approved by Committee: R. Clark

Date: 30/03/2025

## **BURDETT ESTATE PLAYGROUP**

### **NOTES TO THE ACCOUNTS**

**31<sup>st</sup> MARCH 2025**

#### 1. Accounting Policies

The accounts are prepared under the historical cost convention, using the receipts and payments basis to comply with the Charities Act smaller charity regulations.

#### 2. Fixed Assets

Equipment purchases have been charged to the Receipts and Payments account in the year of acquisition. A register of equipment is maintained, and an estimated value shown in the statement of Assets and Liabilities based on last year plus additions; less 25% depreciation.

This amount is set aside in reserves, as it has already been expended.

#### 3. Cash at bank

	<b>2025 (£)</b>	<b>2024 (£)</b>
Cash at bank – business no notice	176,879	133,559
Cash at bank – community account	87,270	86,342
Cash in hand	-	23
	<b><u>264,149</u></b>	<b><u>219,924</u></b>

#### 4. Designated Funds

Equipment fund (new)	30,000	15,000
Redundancy	80,000	65,000
Sickness cover	40,000	40,000
Training	10,000	10,000
	<b><u>160,000</u></b>	<b><u>130,000</u></b>

#### 5. Reserves Policy

The Committee have set aside monies for redundancy in the event of closure, as well as cover for sickness. The unrestricted funds represent 44 weeks running costs, necessary to ensure the group has adequate cash flow throughout the year.

#### 6. Prepayments

	<b>2025 (£)</b>	<b>2024 (£)</b>
Rent	400	400
Independent examination (25/26)	600	-
Salary advance	-	1,300
	<b><u>1,000</u></b>	<b><u>1,700</u></b>

**BURDETT ESTATE PLAYGROUP**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
22 Queen Street  
Newport-on-Tay  
Fife  
DD6 8EE

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Approved by Committee: R. Clark

Date: 30/03/2025

## **BURDETT ESTATE PLAYGROUP**

### **NOTES TO THE ACCOUNTS**

**31<sup>st</sup> MARCH 2025**

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**BURDETT ESTATE PLAYGROUP**

England & Wales - Charity number 1075458

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# Accounts

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# Trustees Annual Report

## **BURDETT ESTATE PLAYGROUP**

**Charity Number 1075458**

**51 Bow Common Lane,  
London E3 4AU**

## **CHAIRS, MANAGERS & STAFF REPORT**

**April 2023 – March 2024**

### **Charity Trustees**

**Rufus Clarke – Chairperson**

**Kim Arrowsmith – Secretary**

**Beverly Webb – Trustee**

**Leora Semple-Morris – Trustee**

Burdett Playgroup is a community playgroup providing early education for children under 5 years old. The playgroup was originally started in the 1960's and was originally run by Save the children Fund. This was handed over to local community to run in 1998 and was for a number of years part of the local community centre. In 1999 the playgroup became an independent charity and took responsibility for itself. This has worked well over the years and continues to work now. We have consistent staff and trustees who continue to steer the way. We continue to have our old building but make significant use of it, yes it does consistently need maintenance, but it is well used, and we have and make use of an amazing outside area that the children spend much time in.

We have had another good year with high numbers of children attending and whilst we have spent money on the building, equipment, and resources we still show a healthy account.

One of our very valued and long-standing staff members has moved on. We miss her but wish her well in her future endeavours. We have recruited two apprentices, and they are both doing well.

We have started to see the increase in demand due to the government funded hours now available to parents of all working 2-year-olds and we are trying to accommodate their hours where possible. It is a slow process for us, but we will adapt to the change in local demands wherever we possible can. We are considering offering the additional 15 hours as it becomes available to children of working parents and offering this over two sessions each day.

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We have continued to develop and train our staff. Both staff are embarking on a training programme over the next few weeks that will take them through to the Autumn term until they complete this training. We will also ensure that our apprentices attend some of the mandatory training required as part of their course, this is alongside the continuous training they receive from the training provider that we use for apprenticeship training.

We are all proud of our staff and their achievements and thank them again for their dedication and commitment that they have again shown throughout the year.

We would like to thank everyone that has been involved in the smooth running of the playgroup for another year, especially: -

Poplar HARCA  
Best Practice Network – Training  
LBTH – Early Years Service

*R. Clarke*

R. Clarke  
Chairperson

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2024**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
6 Netherblane  
Blanefield  
Glasgow  
G63 9JW

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2024**

Chairperson: Mr Rufus Clarke

Secretary: Ms Kim Arrowsmith

Trustees: Ms Beverley Webb  
Ms Leora Semple-Morris

Independent Examiner: C Zielinski AIPFM

Bankers: HSBC Bank PLC  
465 Bethnal Green Road  
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E2 9QW

Registered Address: Burdett Playgroup  
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Approved by the Committee on: 8/6/24

Chair: R. Clarke

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROU**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2024**

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20<sup>th</sup> May 2024

20<sup>th</sup> May 2024

**BURDETT ESTATE PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2024**

	2024 (£)	2023 (£)
<b>Opening balance (note 3)</b>	<b>207,240</b>	<b>187,296</b>
<b><u>Add: Receipts</u></b>		
London Borough Tower Hamlets:		
• NEG 3-4 years	36,040	42,730
• NEG 2	64,750	50,044
• Inclusion funding	1,000	1,500
• Growth/supplementary funding	8,378	2,617
• Business rates refund	-	1,988
Parent contributions (fees)	52	3,638
Bank interest	2,288	512
<b>TOTAL RECEIPTS</b>	<b><u>112,508</u></b>	<b><u>103,029</u></b>
<b><u>Less: Payments</u></b>		
Wages and National Insurance	69,253	67,528
Utilities	1,670	1,257
Rent (note 6)	1,100	2,200
Equipment	18,346	1,495
Materials and stationery	2,112	709
Cleaning	412	443
Milk and food	2,986	2,952
Insurance	960	852
Independent examiner's fee	650	650
Registration fees and membership	188	178
Refuse collection	115	101
Repairs and decorating	264	-
Bank charges	60	60
DBS	-	13
Professional fees-lease	-	1,188
Replacement heaters	-	2,600
Parties and outings	400	300
Training	35	-
Miscellaneous	1,273	559
<b>TOTAL PAYMENTS</b>	<b><u>99,824</u></b>	<b><u>83,085</u></b>
<b>Closing balances (note 3)</b>	<b><u>219,924</u></b>	<b><u>207,240</u></b>

**BURDETT ESTATE PLAYGROU**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31<sup>st</sup> MARCH 2024**

	2024 (£)	2023 (£)
<u>MONETARY ASSETS</u>		
Cash at bank and in hand	219,924	207,240
<b>TOTAL CASH</b>	<b><u>219,924</u></b>	<b><u>207,240</u></b>
<u>OTHER MONETARY ASSETS</u>		
Prepayments (note 6)	1,700	1,000
<u>OTHER ASSETS</u>		
The charity owns numerous items of play equipment (note 2)	12,850	3,450
<b>TOTAL ASSETS</b>	<b><u>234,474</u></b>	<b><u>211,690</u></b>
<u>LIABILITIES</u>		
Creditors	-	-
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS</b>	<b><u>234,474</u></b>	<b><u>211,690</u></b>
Represented by:		
Equipment fund (note 2)	12,850	3,450
Designated funds (note 4)	130,000	130,000
Unrestricted funds (note 5)	91,624	78,240
	<b><u>234,474</u></b>	<b><u>211,690</u></b>

Approved by Committee: R. [Signature]

Date: 8/6/24

**BURDETT ESTATE PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**31<sup>st</sup> MARCH 2024**

1. Accounting Policies

The accounts are prepared under the historical cost convention, using the receipts and payments basis to comply with the Charities Act smaller charity regulations.

2. Fixed Assets

Equipment purchases have been charged to the Receipts and Payments account in the year of acquisition. A register of equipment is maintained, and an estimated value shown in the statement of Assets and Liabilities based on last year plus additions; less 25% depreciation. This amount is set aside in reserves, as it has already been expended.

3. Cash at bank

	2024 (£)	2023 (£)
Cash at bank – business no notice	86,342	75,946
Cash at bank – community account	133,559	131,271
Cash in hand	23	23
	<b><u>219,924</u></b>	<b><u>207,240</u></b>

4. Designated Funds

Equipment fund (new)	15,000	15,000
Redundancy	65,000	65,000
Sickness cover	40,000	40,000
Training	10,000	10,000
	<b><u>130,000</u></b>	<b><u>130,000</u></b>

5. Reserves Policy

The Committee have set aside monies for redundancy in the event of closure, as well as cover for sickness. The unrestricted funds represent 39 weeks running costs, necessary to ensure the group has adequate cash flow throughout the year.

6. Prepayments

Rent	400	400
Salary advance	1,300	600
	<b><u>1,700</u></b>	<b><u>1,000</u></b>

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2024**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
6 Netherblane  
Blanefield  
Glasgow  
G63 9JW

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2024**

Chairperson: Mr Rufus Clarke

Secretary: Ms Kim Arrowsmith

Trustees: Ms Beverley Webb  
Ms Leora Semple-Morris

Independent Examiner: C Zielinski AIPFM

Bankers: HSBC Bank PLC  
465 Bethnal Green Road  
Bethnal Green  
London  
E2 9QW

Registered Address: Burdett Playgroup  
51 Bow Common Lane  
London  
E3 4AU

## STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE

As the charity's trustees, you are responsible for the preparation of financial statements for each financial year which gives a true and fair view of the charity's incoming resources and application of resources for the year then ended. In preparing those financial statements, you are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. You are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Committee on: 8/6/24

Chair: R. Clarke

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROUP**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2024**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2024, which are set out on pages 3 to 5.

**Respective Responsibilities of Trustees and Examiners**

The charity's trustees consider that an audit is not required for this year -under section 144(2) of the Charities Act 2011 (the Act)- and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission - under section 145(5)(b) of the Act, as amended- and
- To state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:

- Which gives me reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
  - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C Zielinski AIPFM  
6 Netherblane  
Blanefield  
Glasgow  
G63 9JW

20<sup>th</sup> May 2024

20<sup>th</sup> May 2024

**BURDETT ESTATE PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2024**

	2024 (£)	2023 (£)
<b>Opening balance (note 3)</b>	<b>207,240</b>	<b>187,296</b>
<b><u>Add: Receipts</u></b>		
London Borough Tower Hamlets:		
• NEG 3-4 years	36,040	42,730
• NEG 2	64,750	50,044
• Inclusion funding	1,000	1,500
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<b>Closing balances (note 3)</b>	<b><u>219,924</u></b>	<b><u>207,240</u></b>

**BURDETT ESTATE PLAYGROU**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31<sup>st</sup> MARCH 2024**

	2024 (£)	2023 (£)
<u>MONETARY ASSETS</u>		
Cash at bank and in hand	219,924	207,240
<b>TOTAL CASH</b>	<b><u>219,924</u></b>	<b><u>207,240</u></b>
<u>OTHER MONETARY ASSETS</u>		
Prepayments (note 6)	1,700	1,000
<u>OTHER ASSETS</u>		
The charity owns numerous items of play equipment (note 2)	12,850	3,450
<b>TOTAL ASSETS</b>	<b><u>234,474</u></b>	<b><u>211,690</u></b>
<u>LIABILITIES</u>		
Creditors	-	-
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS</b>	<b><u>234,474</u></b>	<b><u>211,690</u></b>
Represented by:		
Equipment fund (note 2)	12,850	3,450
Designated funds (note 4)	130,000	130,000
Unrestricted funds (note 5)	91,624	78,240
	<b><u>234,474</u></b>	<b><u>211,690</u></b>

Approved by Committee: R. [Signature]

Date: 8/6/24

**BURDETT ESTATE PLAYGROU**  
**NOTES TO THE ACCOUNTS**  
**31<sup>st</sup> MARCH 2024**

1. Accounting Policies

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	<b><u>130,000</u></b>	<b><u>130,000</u></b>

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Salary advance	1,300	600
	<b><u>1,700</u></b>	<b><u>1,000</u></b>

**BURDETT ESTATE PLAYGROUP**

England & Wales - Charity number 1075458

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# Accounts

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# **Trustees Annual Report**

## **BURDETT ESTATE PLAYGROUP**

**Charity Number 1075458**

**51 Bow Common Lane,**

**London E3 4AU**

## **CHAIRS, MANAGERS & STAFF REPORT**

**April 2021 to March 2022**

### **Charity Trustees**

**Rufus Clarke – Chairperson**

**Kim Arrowsmith – Secretary**

**Beverly Webb – Trustee**

**Leora Semple-Morris**

**Burdett Playgroup is a community playgroup providing early education for children under 5 years old, which originally started in the 1960's and was originally run by Save the Children Fund. This was handed over to local community to run in 1998 and was for a number of years was part of a community centre. In 1999 the playgroup became an independent charity and took responsibility for itself. This has worked well over the years, and we have had consistent staff and trustees to steer the way. In 2015 we moved to our current premises. It required considerable updating and modernisation which was done. We now have a nice, but old building that does need it's fair share of maintenance but with a magnificent outside area for local children.**

**We have continued to make the best use of our space, especially the outside area and Forest School. It continues to be a great success in all weathers, and we spend a lot of our time outside.**

**We have had a successful year and due to this our accounts are healthy.**

**We did not replace the staff member that left last year, but have kept the numbers of children attending in line with the staff numbers. We intend to take on an apprentice during the next year, but have prudently waited to see what the numbers of children attending the playgroup are. Tower Hamlets has had a lot of movement both in residents and places that are available for under 5's locally. All the rest of our staff have been here for many years, and we hope this will continue.**

**We continue to enjoy seeing our children develop their skills in the setting, we have had lots of great ideas in the playgroup steered by the children and through observations by the staff. We have been honoured to watch the new children to the setting grow into young people and develop new skills and the older children prepare for their next new experience in life, starting school.**

**We celebrated lots of festivals and celebrations along with notable awareness raising days, such as World Book Day, Sports Relief /Children in Need. We are proud of the diverse community we serve. Many of our families live locally but we also welcome families from around the borough.**

**Training and developing the expertise of our staff remains a high priority for the playgroup. All staff attend individual training to further develop their work with children. All staff have attended update training in all areas, although much of this is now held virtually.**

**The committee are very proud of the achievements of our staff and would like to thank them for the dedication and commitment that they have shown throughout the last year.**

**The Committee and Staff would like to thank everybody who has been involved in the smooth running of the Playgroup, especially: -**

**Volunteers  
Students  
LBTH Integrated Early Years Service  
Poplar HARCA**

**R. Clarke  
Chairperson**

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
15 Hill Street  
Portsoy  
AB45 2PL

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2023**

Chairperson: Mr Rufus Clarke

Secretary: Ms Kim Arrowsmith

Trustees: Ms Beverley Webb  
Ms Leora Semple-Morris

Independent Examiner: C Zielinski AIPFM

Bankers: HSBC Bank PLC  
465 Bethnal Green Road  
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London  
E2 9QW

Registered Address: Burdett Playgroup  
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London  
E3 4AU

## STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE

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- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. You are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Committee on: 5/6/23

Chair: R. Clarke

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROUP**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2023, which are set out on pages 3 to 5.

**Respective Responsibilities of Trustees and Examiners**

The charity's trustees consider that an audit is not required for this year -under section 144(2) of the Charities Act 2011 (the Act)- and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission - under section 145(5)(b) of the Act, as amended- and
- To state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:

- Which gives me reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
  - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C Zielinski AIPFM  
15 Hill Street  
Portsoy  
AB45 2PL

*2<sup>nd</sup> May 2023.*

2<sup>nd</sup> May 2023

**BURDETT ESTATE PLAYGROU**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2023**

	2023 (£)	2022 (£)
<b>Opening balance (note 3)</b>	<b>187,296</b>	<b>157,157</b>
<b><u>Add: Receipts</u></b>		
London Borough Tower Hamlets:		
• NEG 3-4 years	42,730	50,199
• NEG 2	50,044	55,667
• SEN funding	-	800
• Inclusion funding	1,500	-
• Growth funding	2,617	-
• Business rates refund	1,988	-
Parent contributions (fees)	3,638	4,938
Bank interest	512	9
<b>TOTAL RECEIPTS</b>	<b><u>103,029</u></b>	<b><u>111,613</u></b>
<b><u>Less: Payments</u></b>		
Wages and National Insurance	67,528	67,501
Utilities	1,257	1,516
Rent (note 6)	2,200	-
Equipment	1,495	2,676
Materials and stationery	709	2,050
Cleaning	443	754
Milk and food	2,952	2,154
Insurance	852	742
Independent examiner's fee	650	650
Registration fees and membership	178	174
Refuse collection	101	91
Repairs and decorating	-	2,859
Bank charges	60	15
DBS	13	13
Professional fees-lease	1,188	-
Replacement heaters	2,600	-
Miscellaneous	859	279
<b>TOTAL PAYMENTS</b>	<b><u>83,085</u></b>	<b><u>81,474</u></b>
<b>Closing balances (note 3)</b>	<b><u>207,240</u></b>	<b><u>187,296</u></b>

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31<sup>st</sup> MARCH 2023**

	2023 (£)	2022 (£)
<u>MONETARY ASSETS</u>		
Cash at bank and in hand	207,240	187,296
<b>TOTAL CASH</b>	<b><u>207,240</u></b>	<b><u>187,296</u></b>
<u>OTHER MONETARY ASSETS</u>		
Prepayments (note 6)	1,000	-
<u>OTHER ASSETS</u>		
The charity owns numerous items of play equipment (note 2)	3,450	4,200
<b>TOTAL ASSETS</b>	<b><u>211,690</u></b>	<b><u>191,496</u></b>
<u>LIABILITIES</u>		
Creditors	-	-
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS</b>	<b><u>211,690</u></b>	<b><u>191,496</u></b>
Represented by:		
Equipment fund (note 2)	3,450	4,200
Designated funds (note 4)	130,000	120,000
Unrestricted funds (note 5)	78,240	67,296
	<b><u>211,690</u></b>	<b><u>191,496</u></b>

Approved by Committee: R. Clarke

Date: 5/6/23

**BURDETT ESTATE PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**31<sup>st</sup> MARCH 2023**

1. Accounting Policies

The accounts are prepared under the historical cost convention, using the receipts and payments basis to comply with the Charities Act smaller charity regulations.

2. Fixed Assets

Equipment purchases have been charged to the Receipts and Payments account in the year of acquisition. A register of equipment is maintained and an estimated value shown in the statement of Assets and Liabilities based on last year plus additions; less 25% depreciation. This amount is set aside in reserves, as it has already been expended.

3. Cash at bank

	2023	2022
Cash at bank – business no notice	75,946	96,514
Cash at bank – community account	131,271	90,759
Cash in hand	23	23
	<b><u>207,240</u></b>	<b><u>187,296</u></b>

4. Designated Funds

Equipment fund (new)	15,000	12,000
Redundancy	65,000	65,000
Sickness cover	40,000	35,000
Training	10,000	8,000
	<b><u>130,000</u></b>	<b><u>120,000</u></b>

5. Reserves Policy

The Committee have set aside monies for redundancy in the event of closure, as well as cover for sickness. The unrestricted funds represent 39 weeks running costs, necessary to ensure the group has adequate cash flow throughout the year.

6. Prepayments

Rent	400
Salary advance	600
	<b><u>1,000</u></b>



**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
15 Hill Street  
Portsoy  
AB45 2PL

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2023**

Chairperson: Mr Rufus Clarke

Secretary: Ms Kim Arrowsmith

Trustees: Ms Beverley Webb  
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Independent Examiner: C Zielinski AIPFM

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Approved by the Committee on: 5/6/23

Chair: R. Clarke

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROUP**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2023, which are set out on pages 3 to 5.

**Respective Responsibilities of Trustees and Examiners**

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*2<sup>nd</sup> May 2023.*

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**BURDETT ESTATE PLAYGROU**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2023**

	2023 (£)	2022 (£)
<b>Opening balance (note 3)</b>	<b>187,296</b>	<b>157,157</b>
<b><u>Add: Receipts</u></b>		
London Borough Tower Hamlets:		
• NEG 3-4 years	42,730	50,199
• NEG 2	50,044	55,667
• SEN funding	-	800
• Inclusion funding	1,500	-
• Growth funding	2,617	-
• Business rates refund	1,988	-
Parent contributions (fees)	3,638	4,938
Bank interest	512	9
<b>TOTAL RECEIPTS</b>	<b><u>103,029</u></b>	<b><u>111,613</u></b>
<b><u>Less: Payments</u></b>		
Wages and National Insurance	67,528	67,501
Utilities	1,257	1,516
Rent (note 6)	2,200	-
Equipment	1,495	2,676
Materials and stationery	709	2,050
Cleaning	443	754
Milk and food	2,952	2,154
Insurance	852	742
Independent examiner's fee	650	650
Registration fees and membership	178	174
Refuse collection	101	91
Repairs and decorating	-	2,859
Bank charges	60	15
DBS	13	13
Professional fees-lease	1,188	-
Replacement heaters	2,600	-
Miscellaneous	859	279
<b>TOTAL PAYMENTS</b>	<b><u>83,085</u></b>	<b><u>81,474</u></b>
<b>Closing balances (note 3)</b>	<b><u>207,240</u></b>	<b><u>187,296</u></b>

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31<sup>st</sup> MARCH 2023**

	2023 (£)	2022 (£)
<u>MONETARY ASSETS</u>		
Cash at bank and in hand	207,240	187,296
<b>TOTAL CASH</b>	<b><u>207,240</u></b>	<b><u>187,296</u></b>
<u>OTHER MONETARY ASSETS</u>		
Prepayments (note 6)	1,000	-
<u>OTHER ASSETS</u>		
The charity owns numerous items of play equipment (note 2)	3,450	4,200
<b>TOTAL ASSETS</b>	<b><u>211,690</u></b>	<b><u>191,496</u></b>
<u>LIABILITIES</u>		
Creditors	-	-
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS</b>	<b><u>211,690</u></b>	<b><u>191,496</u></b>
Represented by:		
Equipment fund (note 2)	3,450	4,200
Designated funds (note 4)	130,000	120,000
Unrestricted funds (note 5)	78,240	67,296
	<b><u>211,690</u></b>	<b><u>191,496</u></b>

Approved by Committee: R. Clarke

Date: 5/6/23

**BURDETT ESTATE PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**31<sup>st</sup> MARCH 2023**

1. Accounting Policies

The accounts are prepared under the historical cost convention, using the receipts and payments basis to comply with the Charities Act smaller charity regulations.

2. Fixed Assets

Equipment purchases have been charged to the Receipts and Payments account in the year of acquisition. A register of equipment is maintained and an estimated value shown in the statement of Assets and Liabilities based on last year plus additions; less 25% depreciation. This amount is set aside in reserves, as it has already been expended.

3. Cash at bank

	2023	2022
Cash at bank – business no notice	75,946	96,514
Cash at bank – community account	131,271	90,759
Cash in hand	23	23
	<b><u>207,240</u></b>	<b><u>187,296</u></b>

4. Designated Funds

Equipment fund (new)	15,000	12,000
Redundancy	65,000	65,000
Sickness cover	40,000	35,000
Training	10,000	8,000
	<b><u>130,000</u></b>	<b><u>120,000</u></b>

5. Reserves Policy

The Committee have set aside monies for redundancy in the event of closure, as well as cover for sickness. The unrestricted funds represent 39 weeks running costs, necessary to ensure the group has adequate cash flow throughout the year.

6. Prepayments

Rent	400
Salary advance	600
	<b><u>1,000</u></b>



**BURDETT ESTATE PLAYGROUP**

England & Wales - Charity number 1075458

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# Accounts

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# **Trustees Annual Report**

## **BURDETT ESTATE PLAYGROUP**

**Charity Number 1075458**

**51 Bow Common Lane,**

**London E3 4AU**

## **CHAIRS, MANAGERS & STAFF REPORT**

**April 2021 to March 2022**

### **Charity Trustees**

**Rufus Clarke – Chairperson**

**Kim Arrowsmith – Secretary**

**Beverly Webb – Trustee**

**Leora Semple-Morris**

**Burdett Playgroup is a community playgroup providing early education for children under 5 years old, which originally started in the 1960's and was originally run by Save the Children Fund. This was handed over to local community to run in 1998 and was for a number of years was part of a community centre. In 1999 the playgroup became an independent charity and took responsibility for itself. This has worked well over the years, and we have had consistent staff and trustees to steer the way. In 2015 we moved to our current premises. It required considerable updating and modernisation which was done. We now have a nice, but old building that does need it's fair share of maintenance but with a magnificent outside area for local children.**

**We have continued to make the best use of our space, especially the outside area and Forest School. It continues to be a great success in all weathers, and we spend a lot of our time outside.**

**We have had a successful year and due to this our accounts are healthy.**

**We did not replace the staff member that left last year, but have kept the numbers of children attending in line with the staff numbers. We intend to take on an apprentice during the next year, but have prudently waited to see what the numbers of children attending the playgroup are. Tower Hamlets has had a lot of movement both in residents and places that are available for under 5's locally. All the rest of our staff have been here for many years, and we hope this will continue.**

We continue to enjoy seeing our children develop their skills in the setting, we have had lots of great ideas in the playgroup steered by the children and through observations by the staff. We have been honoured to watch the new children to the setting grow into young people and develop new skills and the older children prepare for their next new experience in life, starting school.

We celebrated lots of festivals and celebrations along with notable awareness raising days, such as World Book Day, Sports Relief /Children in Need. We are proud of the diverse community we serve. Many of our families live locally but we also welcome families from around the borough.

Training and developing the expertise of our staff remains a high priority for the playgroup. All staff attend individual training to further develop their work with children. All staff have attended update training in all areas, although much of this is now held virtually.

The committee are very proud of the achievements of our staff and would like to thank them for the dedication and commitment that they have shown throughout the last year.

The Committee and Staff would like to thank everybody who has been involved in the smooth running of the Playgroup, especially: -

Volunteers  
Students  
LBTH Integrated Early Years Service  
Poplar HARCA



R. Clarke  
Chairperson

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
East Lodge Drum  
Drumoak  
AB31 5AN

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

Chairperson:	Mr Rufus Clarke
Secretary:	Ms Kim Arrowsmith
Trustees:	Ms Beverley Webb
	Ms Leora Semple-Morris
Independent Examiner:	C Zielinski AIPFM
Bankers:	HSBC Bank PLC 465 Bethnal Green Road Bethnal Green London E2 9QW
Registered Address:	Burdett Playgroup 51 Bow Common Lane London E3 4AU

## STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE

As the charity's trustees, you are responsible for the preparation of financial statements for each financial year which gives a true and fair view of the charity's incoming resources and application of resources for the year then ended. In preparing those financial statements, you are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. You are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Committee on: 16 June 2022

Chair: R. Clarke

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROU**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2022, which are set out on pages 3 to 5.

**Respective Responsibilities of Trustees and Examiners**

The charity's trustees consider that an audit is not required for this year -under section 144(2) of the Charities Act 2011 (the Act)- and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission - under section 145(5)(b) of the Act, as amended- and
- To state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:

- Which gives me reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
  - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C Zielinski AIPFM  
East Lodge Drum  
Drumoak  
AB31 5AN

1<sup>st</sup> June 2022

1<sup>st</sup> June 2022

**BURDETT ESTATE PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

	2022 (£)	2021 (£)
<b>Opening balance (note 3)</b>	<b>157,157</b>	<b>142,500</b>
<b><u>Add: Receipts</u></b>		
London Borough Tower Hamlets:		
• NEG 3-4 years	50,199	57,135
• NEG 2	55,667	49,530
• SEN funding	800	-
• Discretionary grant	-	10,000
Parent contributions (fees)	4,938	530
Bank interest	9	33
<b>TOTAL RECEIPTS</b>	<b><u>111,613</u></b>	<b><u>117,228</u></b>
<b><u>Less: Payments</u></b>		
Wages and National Insurance	67,501	85,200
Utilities	1,516	1,572
Rent	-	3,300
Equipment	2,676	853
Materials and stationery	2,050	7,281
Cleaning	754	330
Milk and food	2,154	1,552
Insurance	742	651
Trips, outings and parties	-	403
Independent examiner's fee (note 6)	650	620
Registration fees and membership	174	173
Refuse collection	91	68
Repairs and decorating	2,859	-
Training	-	542
DBS	13	26
Miscellaneous	294	
<b>TOTAL PAYMENTS</b>	<b><u>81,474</u></b>	<b><u>102,571</u></b>
<b>Closing balances (note 3)</b>	<b><u>187,296</u></b>	<b><u>157,157</u></b>

**BURDETT ESTATE PLAYGROU**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31<sup>st</sup> MARCH 2022**

	2022 (£)	2021 (£)
<u>MONETARY ASSETS</u>		
Cash at bank and in hand	187,296	157,157
<b>TOTAL CASH</b>	<b><u>187,296</u></b>	<b><u>157,157</u></b>
<u>OTHER ASSETS</u>		
The charity owns numerous items of play equipment (note 2)	4,200	3,400
<b>TOTAL ASSETS</b>	<b><u>191,496</u></b>	<b><u>160,557</u></b>
<u>LIABILITIES</u>		
Miscellaneous creditors	-	-
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS</b>	<b><u>191,496</u></b>	<b><u>160,557</u></b>
Represented by:		
Equipment fund (note 2)	4,200	3,400
Designated funds (note 4)	120,000	95,000
Unrestricted funds (note 5)	67,296	62,157
	<b><u>191,496</u></b>	<b><u>160,557</u></b>

Approved by Committee: R. Clarke

Date: 16 June 2022

**BURDETT ESTATE PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**31<sup>st</sup> MARCH 2022**

1. Accounting Policies

The accounts are prepared under the historical cost convention, using the receipts and payments basis to comply with the Charities Act smaller charity regulations.

2. Fixed Assets

Equipment purchases have been charged to the Receipts and Payments account in the year of acquisition. A register of equipment is maintained and an estimated value shown in the statement of Assets and Liabilities based on last year plus additions; less 25% depreciation. This amount is set aside in reserves, as it has already been expended.

3. Cash at bank

	2022	2021 (£)
Cash at bank – business no notice	96,514	60,750
Cash at bank – community account	90,759	96,384
Cash in hand	23	23
	<b><u>187,296</u></b>	<b><u>157,157</u></b>

4. Designated Funds

Equipment fund (new)	12,000	6,000
Redundancy	65,000	51,000
Sickness cover	35,000	32,000
Training	8,000	6,000
	<b><u>120,000</u></b>	<b><u>95,000</u></b>

5. Reserves Policy

The Committee have set aside monies for redundancy in the event of closure, as well as cover for sickness. The unrestricted funds represent 26 weeks running costs, necessary to ensure the group has adequate cash flow throughout the year.

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
East Lodge Drum  
Drumoak  
AB31 5AN

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

Chairperson: Mr Rufus Clarke

Secretary: Ms Kim Arrowsmith

Trustees: Ms Beverley Webb  
Ms Leora Semple-Morris

Independent Examiner: C Zielinski AIPFM

Bankers: HSBC Bank PLC  
465 Bethnal Green Road  
Bethnal Green  
London  
E2 9QW

Registered Address: Burdett Playgroup  
51 Bow Common Lane  
London  
E3 4AU

## STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE

As the charity's trustees, you are responsible for the preparation of financial statements for each financial year which gives a true and fair view of the charity's incoming resources and application of resources for the year then ended. In preparing those financial statements, you are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. You are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Committee on: 16 June 2022

Chair: R. Clarke

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROU**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2022, which are set out on pages 3 to 5.

**Respective Responsibilities of Trustees and Examiners**

The charity's trustees consider that an audit is not required for this year -under section 144(2) of the Charities Act 2011 (the Act)- and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission - under section 145(5)(b) of the Act, as amended- and
- To state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:

- Which gives me reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
  - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C Zielinski AIPFM  
East Lodge Drum  
Drumoak  
AB31 5AN

1<sup>st</sup> June 2022

1<sup>st</sup> June 2022

**BURDETT ESTATE PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

	2022 (£)	2021 (£)
<b>Opening balance (note 3)</b>	<b>157,157</b>	<b>142,500</b>
<b><u>Add: Receipts</u></b>		
London Borough Tower Hamlets:		
• NEG 3-4 years	50,199	57,135
• NEG 2	55,667	49,530
• SEN funding	800	-
• Discretionary grant	-	10,000
Parent contributions (fees)	4,938	530
Bank interest	9	33
<b>TOTAL RECEIPTS</b>	<b><u>111,613</u></b>	<b><u>117,228</u></b>
<b><u>Less: Payments</u></b>		
Wages and National Insurance	67,501	85,200
Utilities	1,516	1,572
Rent	-	3,300
Equipment	2,676	853
Materials and stationery	2,050	7,281
Cleaning	754	330
Milk and food	2,154	1,552
Insurance	742	651
Trips, outings and parties	-	403
Independent examiner's fee (note 6)	650	620
Registration fees and membership	174	173
Refuse collection	91	68
Repairs and decorating	2,859	-
Training	-	542
DBS	13	26
Miscellaneous	294	
<b>TOTAL PAYMENTS</b>	<b><u>81,474</u></b>	<b><u>102,571</u></b>
<b>Closing balances (note 3)</b>	<b><u>187,296</u></b>	<b><u>157,157</u></b>

**BURDETT ESTATE PLAYGROU**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31<sup>st</sup> MARCH 2022**

	2022 (£)	2021 (£)
<b><u>MONETARY ASSETS</u></b>		
Cash at bank and in hand	187,296	157,157
<b>TOTAL CASH</b>	<b><u>187,296</u></b>	<b><u>157,157</u></b>
<b><u>OTHER ASSETS</u></b>		
The charity owns numerous items of play equipment (note 2)	4,200	3,400
<b>TOTAL ASSETS</b>	<b><u>191,496</u></b>	<b><u>160,557</u></b>
<b><u>LIABILITIES</u></b>		
Miscellaneous creditors	-	-
<b>TOTAL LIABILITIES</b>	-	-
<b>NET ASSETS</b>	<b><u>191,496</u></b>	<b><u>160,557</u></b>
Represented by:		
Equipment fund (note 2)	4,200	3,400
Designated funds (note 4)	120,000	95,000
Unrestricted funds (note 5)	67,296	62,157
	<b><u>191,496</u></b>	<b><u>160,557</u></b>

Approved by Committee: R. Clarke

Date: 16 June 2022

**BURDETT ESTATE PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**31<sup>st</sup> MARCH 2022**

1. Accounting Policies

The accounts are prepared under the historical cost convention, using the receipts and payments basis to comply with the Charities Act smaller charity regulations.

2. Fixed Assets

Equipment purchases have been charged to the Receipts and Payments account in the year of acquisition. A register of equipment is maintained and an estimated value shown in the statement of Assets and Liabilities based on last year plus additions; less 25% depreciation. This amount is set aside in reserves, as it has already been expended.

3. Cash at bank

	2022	2021 (£)
Cash at bank – business no notice	96,514	60,750
Cash at bank – community account	90,759	96,384
Cash in hand	23	23
	<b><u>187,296</u></b>	<b><u>157,157</u></b>

4. Designated Funds

Equipment fund (new)	12,000	6,000
Redundancy	65,000	51,000
Sickness cover	35,000	32,000
Training	8,000	6,000
	<b><u>120,000</u></b>	<b><u>95,000</u></b>

5. Reserves Policy

The Committee have set aside monies for redundancy in the event of closure, as well as cover for sickness. The unrestricted funds represent 26 weeks running costs, necessary to ensure the group has adequate cash flow throughout the year.

**BURDETT ESTATE PLAYGROUP**

England & Wales - Charity number 1075458

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# Accounts

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# **Trustees Annual Report**

## **BURDETT ESTATE PLAYGROUP**

**Charity Number 1075458**

**51 Bow Common Lane,  
London E3 4AU**

## **CHAIRS, MANAGERS & STAFF REPORT**

**April 2020 to March 2021**

### **Charity Trustees**

**Rufus Clarke - Chairperson**

**Kim Arrowsmith - Secretary**

**Beverly Webb - Trustee**

**Leora Semple-Morris**

**Burdett Playgroup is a community playgroup providing early education for children under 5 years old, which originally started in the 1960's and was originally run by Save the Children Fund. This was handed over to local community to run in 1998 and was for a number of years was part of a community centre. In 1999 the playgroup became an independent charity and took responsibility for itself. This has worked well over the years and we have had consistent staff and trustees to steer the way. In 2015 we moved to our current premises. It required considerable updating and modernisation which we have been done. Whilst we struggled with our numbers when we first moved to this location people had got used to us being here and our numbers had really gone up. Unfortunately, last year's lockdown was very difficult for everyone and it has taken some time to rebuild our numbers since restrictions for early years and schools was relaxed. We are now getting back to higher numbers thankfully. The year ahead looks like being a difficult one with the COVID 19 still affecting us all.**

**We continue to make the best use of our setting, especially our outside area and Forest School. Much of our days are spent outside exploring and learning. It continues to be a great success in all weathers.**

**Despite the difficult year, our accounts are healthy. This is in part due to the funding from government being paid during the lockdown.**

**One of our staff have moved on this year. We have tried to recruit a new member of staff, without success so far, but this seems to be the problem everywhere in childcare. As the numbers of children attending have been lower and with the remaining staff our ratios have still been good. We think that the way forward is to take on an apprentice, which we are looking into. All the rest of our staff have been here for a number of years, and we hope this will continue.**

**We continue to enjoy seeing our children develop their skills in the setting, we have had lots of great ideas in the playgroup steered by the children and through observations by the staff. We have been honoured to watch the new children to the setting grow into young people and develop new skills and the older children prepare for their next new experience in life, starting school.**

**We celebrated lots of festivals and celebrations along with notable awareness raising days, such as World Book Day, Sports Relief /Children in Need. We are proud of the diverse community we serve. Many of our families live locally but we also welcome families from around the borough.**

**Training and developing the expertise of our staff remains a high priority for the playgroup. All staff attend individual training to further develop their work with children. All staff have attended update training in all areas, although much of this is now held virtually.**

**The committee are very proud of the achievements of our staff and would like to thank them for the dedication and commitment that they have shown throughout the last year.**

**The Committee and Staff would like to thank everybody who has been involved in the smooth running of the Playgroup, especially: -**

**Volunteers  
Students  
LBTH Integrated Early Years Service  
Poplar HARCA**

**R. Clarke**  
**Chairperson**

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
125 Spital  
Aberdeen  
AB24 3HX

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

Chairperson:	Mr Rufus Clarke
Secretary:	Ms Kim Arrowsmith
Trustees:	Ms Beverley Webb
	Ms Leora Semple-Morris
Independent Examiner:	C Zielinski AIPFM
Bankers:	HSBC Bank PLC 465 Bethnal Green Road Bethnal Green London E2 9QW
Registered Address:	Burdett Playgroup 51 Bow Common Lane London E3 4AU

## STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE

As the charity's trustees, you are responsible for the preparation of financial statements for each financial year which gives a true and fair view of the charity's incoming resources and application of resources for the year then ended. In preparing those financial statements, you are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. You are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Committee on: 14/6/2021

Chair: R. Clarke

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROUP**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2021, which are set out on pages 3 to 5.

**Respective Responsibilities of Trustees and Examiners**

The charity's trustees consider that an audit is not required for this year -under section 144(2) of the Charities Act 2011 (the Act)- and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission - under section 145(5)(b) of the Act, as amended- and
- To state whether particular matters have come to my attention.

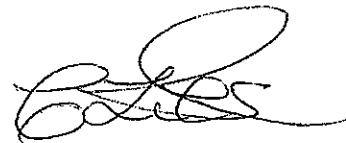
**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:

- Which gives me reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
  - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C Zielinski AIPFM  
125 Spital  
Aberdeen  
AB39 3NL

30<sup>th</sup>  
May 2021

**BURDETT ESTATE PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

	2021 (£)	2020 (£)
<b>Opening balance (note 3)</b>	<b>142,500</b>	<b>134,440</b>
<b><u>Add: Receipts</u></b>		
London Borough Tower Hamlets:		
• NEG 3-4 years	57,135	45,575
• NEG 2	49,530	66,891
• SEN funding	-	1,857
• Discretionary grant	10,000	-
Parent contributions (fees)	530	3,013
Bank interest	33	123
<b>TOTAL RECEIPTS</b>	<b><u>117,228</u></b>	<b><u>117,459</u></b>
<b><u>Less: Payments</u></b>		
Wages and National Insurance	85,200	88,111
Utilities	1,572	1,910
Rent	3,300	-
Equipment	853	828
Materials and stationery	7,281	4,872
Telephone	-	1,369
Cleaning	330	422
Milk and food	1,552	1,516
Insurance	651	651
Trips, outings and parties	403	1,506
Independent examiner's fee (note 6)	620	445
Registration fees and membership	173	170
Refuse collection	68	59
Repairs	-	7,540
Training	542	-
DBS	26	-
<b>TOTAL PAYMENTS</b>	<b><u>102,571</u></b>	<b><u>109,399</u></b>
<b>Closing balances (note 3)</b>	<b><u>157,157</u></b>	<b><u>142,500</u></b>

**BURDETT ESTATE PLAYGROU**  
**NOTES TO THE ACCOUNTS**  
**31<sup>st</sup> MARCH 2021**

1. Accounting Policies

The accounts are prepared under the historical cost convention, using the receipts and payments basis to comply with the Charities Act smaller charity regulations.

2. Fixed Assets

Equipment purchases have been charged to the Receipts and Payments account in the year of acquisition. A register of equipment is maintained and an estimated value shown in the statement of Assets and Liabilities based on last year plus additions; less 25% depreciation. This amount is set aside in reserves, as it has already been expended.

3. Cash at bank

	2021 (£)	2020 (£)
Cash at bank – business no notice	60,750	60,717
Cash at bank – community account	96,384	81,740
Cash in hand	23	43
	<b><u>157,157</u></b>	<b><u>142,500</u></b>

4. Designated Funds

Equipment fund (new)	6,000	6,000
Redundancy	51,000	51,000
Sickness cover	32,000	32,000
Training	6,000	6,000
	<b><u>95,000</u></b>	<b><u>95,000</u></b>

5. Reserves Policy

The Committee have set aside monies for redundancy in the event of closure, as well as cover for sickness. The unrestricted funds represent 26 weeks running costs, necessary to ensure the group has adequate cash flow throughout the year.

**BURDETT ESTATE PLAYGROUP**  
**STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

**Registered charity No. 1075458**

**Independent Examiner:**

C Zielinski AIPFM  
125 Spital  
Aberdeen  
AB24 3HX

**BURDETT ESTATE PLAYGROUP**

**TRUSTEES AND ADVISORS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

Chairperson:	Mr Rufus Clarke
Secretary:	Ms Kim Arrowsmith
Trustees:	Ms Beverley Webb
	Ms Leora Semple-Morris
Independent Examiner:	C Zielinski AIPFM
Bankers:	HSBC Bank PLC 465 Bethnal Green Road Bethnal Green London E2 9QW
Registered Address:	Burdett Playgroup 51 Bow Common Lane London E3 4AU

## STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE

As the charity's trustees, you are responsible for the preparation of financial statements for each financial year which gives a true and fair view of the charity's incoming resources and application of resources for the year then ended. In preparing those financial statements, you are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. You are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Committee on: 14/6/2021

Chair: R. Clarke

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF BURDETT ESTATE PLAYGROUP**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2021, which are set out on pages 3 to 5.

**Respective Responsibilities of Trustees and Examiners**

The charity's trustees consider that an audit is not required for this year -under section 144(2) of the Charities Act 2011 (the Act)- and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission - under section 145(5)(b) of the Act, as amended- and
- To state whether particular matters have come to my attention.

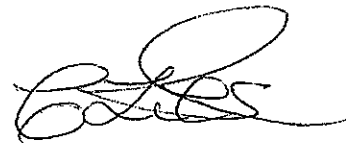
**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

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C Zielinski AIPFM  
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30<sup>th</sup>  
May 2021

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**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

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**BURDETT ESTATE PLAYGROU**  
**NOTES TO THE ACCOUNTS**  
**31<sup>st</sup> MARCH 2021**

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