



From	Period start date	To	Period end date
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**Charity name:**

**Charity registration number:**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>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:</p> <p>a) Offering appropriate play, education, care facilities and family learning, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring a policy of inclusion is operated throughout.</p> <p>b) Encouraging the study of the needs of children and their families and promoting public interest in and recognition of such needs in the local area.</p> <p>c) Providing out of school care to enable parents to work or study knowing their children are happy and cared for in a safe and stimulating environment.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>We offer wrap-around care for pre-school and primary aged children, allowing parents and carers to return to work or undertake further training to increase their chances of success on the job market. We provide a nutritious breakfast for children attending our breakfast club and a healthy snack for those attending after school and playgroup.</p> <p>Parents can purchase hot meals for lunch during term time from the school next door. We operate a holiday club during school holidays for children aged 6 months to 11years. This enables working parents to plan holidays for the family, not just to cover childcare during school holidays. It provides continuity for the children being able to remain in the same setting.</p> <p>Payment for places is on a booking basis each holiday, relieving some financial pressures on parents. Parents also know</p>

		<p>they have a secure place for children if they need to attend medical appointments or pursue their own interests</p> <p>Our afterschool and holiday club provides children with opportunities for cooking, sport, science and ICT among the usual games and craft activities. We usually offer trips out to various local attractions as part of our holiday club, but due to lockdown restrictions this year this has not been possible.</p> <p>Our playgroup offers full day care as well as sessional care. We offer provision for early starts to help parents who are dropping off children at school, so they don't have to wait. We offer lunch sessions which also enables parents to fit in appointments in town which is a fair travelling distance from the villages.</p> <p>Our children mainly come from the two local villages of Martin and Timberland, but we have several come from villages further afield. The school we serve is Mrs Mary Kings (CE) Primary school, but again, we also have children attend from other local schools, particularly during holiday club.</p> <p>We play an active role in the local communities of both villages when covid restrictions are not in place. We also participate in National and local charity campaigns such as children in need, Save the Children Christmas Jumper Day and Sport relief.</p> <p>Our fee structure is as low as possible, and in certain circumstances we may be able to offer help, or direct parents to sources of further help. We are registered with the local authority for free nursery places for 3 and 4 year olds, including the extended 30 hours. We are also registered for funding for 2 year olds who meet the criteria for funding.</p> <p>We use the pupil premium in ways which support the eligible families in caring for their children, such as providing hot meals and paying for additional sessions if necessary, as well as purchasing relevant resources to help children reach their full potential.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit.</p> <p>These activities benefit families of young children aged between 11 months and 11 years, regardless of personal background, faith, gender or personal circumstances</p>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>The committee and trustees are volunteers, and claim no expenses or other remuneration. They attend meetings, organise and participate in fundraising when covid restrictions allow.</p> <p>The activities are organised by staff and volunteers and have maintained and raised the profile of the Playgroup and Kids Club. The staff are very dedicated to the setting, and also put in many voluntary hours, maintaining the setting and equipment, completing paperwork for which there is no time during the working day and generally keeping the playgroup and kids club a place the children love attending. They are often assisted by their partners and families.</p> <p>During April and May, when the setting was closed, staff came in and cleaned and sorted the building and all the resources to simplify the sanitising process we knew would be necessary when we re-opened.</p>
Other		<p>We have had tremendous support and understanding from parents during the lockdown, and managed to stay open for all but April and May when there was no demand for our services.</p>

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>It has been a strange year with the covid 19 epidemic, but we have managed to emerge stronger and wiser as a result, with some of the measures we have adopted, such as remote drop off, benefitting everyone, staff, children and parents. The need to communicate electronically has also brought us into the 21<sup>st</sup> century, with meetings over zoom and regular email updates for parents improving our communications with them, while also helping the environment and saving reams of paper newsletters. It has also encouraged parents to contribute more to their children's learning journey, especially those who had extended time at home learning with parents. Staff were able to keep up with the children's stage of</p>

		<p>development which meant a seamless re-joining of the setting.</p> <p>We opened again from 1<sup>st</sup> June to Key Workers children, and the demand was high, with most sessions full to the new safe capacity. Some staff remained on furlough due to their personal vulnerability to the virus.</p> <p>Pre lockdown we continued to promote ourselves in the local area by being involved in the communities we serve, Woodhall Spa, Timberland and of course, Martin</p> <p>We managed to maintain our fees for the year, mainly due to the increased numbers on the register and have managed to increase our reserved funds after being warned it was not sufficiently high if we were to close and have to pay redundancies.</p> <p>The relationship with our feeder school has had to move on-line too. Some transition sessions for the children moving on to school were held outside on the field, and social distanced, as the school had to maintain their own 'bubble'.</p> <p>We have maintained a highly motivated workforce during the pandemic, and managed to cater for each member's individual needs. All the staff took advantage of their time off to complete on-line courses, including safeguarding updates ensuring Continuous Professional Development and making sure they were well prepared for return.</p> <p>We have maintained a strong committee who support us and provide objective advice and observations to ensure we continue to improve our setting.</p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	Our fundraising has helped to provide a cover for our entrance area to ensure parents have somewhere to wait in inclement weather. This is due to the fact that we have had to stop parents entering our small entrance hall as social distancing is impossible.
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Our financial position is stronger than in previous years, but we are continuing to monitor the situation and plan for future events. Increased budget forecasting by the committee has helped us to alleviate some concerns and help us to plan for the future. Our landlords, the local authority, continue to reduce the maintenance they will provide and as the building is ageing, we have to hold a budget for repairs and maintenance as the flooring and decoration.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have had a small reserve for a number of years to help us over difficult times. We are trying to increase this in line with financial advice, to ensure that should the worst happen and we have to close, redundancy payments can be made. EYE funding from the government remains under pressure and is not increasing year on year in line with the minimum wage and this still a threat to future viability.
Amount of reserves held	Para 1.22	£20,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Approximately half of our income is from the Early Years Entitlement for eligible 2, 3 and 4 year olds. As this was continued to be paid by the government during lockdown, this helped maintain a good financial position. We also only closed for 2 months, before re-opening, so with the help of the furlough scheme we maintained our financial position.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Underfunding of the EYE grant, which is not increasing in line with inflation and minimum wage / pension contributions.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Nominations from parents for committee members and election by committee for officers

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	TimTin Playgroup & Kids Club
Other name the charity uses	N/A
Registered charity number	1082000
Charity's principal address	Linwood Road, Martin, Lincoln. LN4 3RA

## 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	Victoria Evans	Chair		
2	Claire Godfrey	Treasurer	From 1 <sup>st</sup> November 2018	
3	Lisa Crowe	Vice Chair		
4	Nicola South	Secretary	Secretary from 1 <sup>st</sup> January 2018	
5	Angela Woollard			
6	Susan Milner			
7	Amy Walkey		From 19 <sup>th</sup> September 2019	
8	Heather Smith		From 21 <sup>st</sup> November 2019	
9				
10				
11				
12				
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14				
15				
16				
17				
18				
19				
20				

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

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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#### Name of chief executive or names of senior staff members (Optional information)

Sarah Coupland, Manager

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>V. Coupland</i>	
Full name(s)	<i>Victoria Coupland</i>	
Position (eg Secretary, Chair, etc)	<i>CHAIR</i>	

Date *6/7/21*





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
TimTin Playgroup and Kids Club

No. (if any)  
1092000

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/09/2019		31/08/2020

### 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>					
Donations	88		-	88	145
Fees	99,694	-	-	99,694	90,200
Fundraising	656	-	-	656	2,238
Interest received	39	-	-	39	29
Apprentice Incentive	1,000	-	-	1,000	-
CJRS - Furlough	12,067	-	-	12,067	-
SMP	5,471	-	-	5,471	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>119,015</b>	<b>-</b>	<b>-</b>	<b>119,015</b>	<b>92,612</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>119,015</b>	<b>-</b>	<b>-</b>	<b>119,015</b>	<b>92,612</b>
<b>A3 Payments</b>					
Running costs	3,994		-	3,994	3,327
Fundraising costs	56		-	56	547
Wages/salaries/NI	94,615		-	94,615	75,427
Rent and Rates	262		-	262	197
Light and heating	815		-	815	547
Telephone internet and postage	733			733	755
Professional fees	210			210	210
Printing, postage, stationery and computer supplies	745		-	745	1,194
repairs and maintenance	1,998		-	1,998	7,141
Insurance	896		-	896	886
Training costs	182		-	182	618
	-	-	-	-	-
<b>Sub total</b>	<b>104,506</b>	<b>-</b>	<b>-</b>	<b>104,506</b>	<b>90,849</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>104,506</b>	<b>-</b>	<b>-</b>	<b>104,506</b>	<b>90,849</b>
<b>Net of receipts/(payments)</b>	<b>14,510</b>	<b>-</b>	<b>-</b>	<b>14,510</b>	<b>1,763</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>34,419</b>	<b>-</b>	<b>-</b>	<b>34,419</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>48,929</b>	<b>-</b>	<b>-</b>	<b>48,929</b>	<b>1,763</b>

### 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>				
	Cash Funds	47,133		
	Debtors	1,001		
	Creditors	795		
	<b>Total cash funds</b>	<b>48,929</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	17/11/2020

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	Details			
			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Details			
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Details			
			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

TimTin Playgroup and Kids Club

**On accounts for the year  
ended**

31/08/2020

**Charity no  
(if any)**

1082000

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2020.

**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").

**Independent  
examiner's statement**

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.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

17/11/2020

**Name:**

Tina Doncaster

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

MAAT

**Address:**

5 Hurn Close

Ruskington, Sleaford

Lincolnshire, NG34 9FE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.