

LITCHAM AND DISTRICT PLAYGROUP

England & Wales · Charity number 1087935

Details

Other names	LITCHAM CHILDCARE
Status	Registered
Legal form	Other
Registered	2001-08-09
Register	View on the Charity Commission register

Contact

Address
Litcham & District Playgroup
Litcham Children's Centre
Weasenham Road Litcham
King's Lynn
Norfolk
PE32 2QT

Phone 01328701155

Email litchamchildcare@gmail.com

Activities

Objects: THE AIM OF THE TRUST SHALL BE TO ADVANCE THE EDUCATION OF CHILDREN BELOW COMPULSORY SCHOOL AGE, AND TO PROVIDE OUT OF SCHOOL CLUBS FOR CHILDREN AGED BETWEEN 2 AND 14 YEARS, IN LITCHAM AND THE SURROUNDING DISTRICT.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: The object of the trust is to provide full childcare to all children between the ages of 2 to 14 and to advance the education of children below compulsory school age in Litcham and the surrounding district.

Classification

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

Geography

- **Area of benefit:** LITCHAM AND THE SURROUNDING DISTRICT
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£198,206	£219,335	-	-
2024-03-31	£183,885	£172,747	-	-
2023-03-31	£155,436	£157,439	-	-
2022-03-31	£149,571	£137,081	-	-
2021-03-31	£139,127	£121,344	-	-

Trustees

Name	Role	Appointed
Gemmima Blanchard-Smith	Chair	2014-03-11
Leanne Elvin		2026-03-16
Lynda Oldfield		2018-09-18
Pamala Jackman		2017-09-10

LITCHAM AND DISTRICT PLAYGROUP

England & Wales - Charity number 1087935

Accounts

LITCHAM AND DISTRICT PLAYGROUP
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 March 2025

Charity Number 1087935

STEPHENSON SMART (EAST ANGLIA) LIMITED
Chartered Accountants
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

CONTENTS	PAGE
Independent examiner's report	1 to 2
Trustees' annual report	3 to 7
Receipts and payments account	8
Statement of assets	9
Notes to the accounts	10

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**

I report to the trustees on my examination of the accounts of Litcham and District Playgroup ('the charity') for the year ended 31 March 2025 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no audit opinion on the accounts and my report is limited to those specific matters set out in the independent examiner's statement.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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

Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
Chartered Accountants and Registered Auditors
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ



Date: 27/1/2026

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2025

Working name

Litcham Childcare

Address

Litcham Children's Centre
Weasenham Road
Litcham
King's Lynn
Norfolk
PE32 2QT

Trustees

Mrs G Blanchard-Smith (Chair)

Mrs L Oldfield (Vice Chair)

Mrs P Jackman

Mrs L Billman

Resigned November 2025

Mrs M Pettitt

Resigned November 2025

Mrs L Elvin

Mrs K Potter

Started July 2024

Independent examiner

Michael Andrews FCA

Stephenson Smart (East Anglia) Limited

22-26 King Street

King's Lynn

Norfolk

PE30 1HJ

Bankers

Barclays Bank plc

Market Place

Fakenham

Norfolk

NR21 9BE

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2025

Structure, governance and management

Litcham and District Playgroup is a Trust, governed by its constitution which was adopted on 27th June 2008, and amended on 20th January 2010. The Board of Trustees consists of a maximum of 12 members, at least half of which must be parents or guardians of children attending the playgroup. New trustees must be nominated and seconded by existing trustees and accepted under majority voting rules at the Annual General Meeting of the Trust. All trustees must be approved by Ofsted.

Objectives and activities

The object of the Trust is to advance the education of children below compulsory school age, and to provide Out of School Clubs for children aged between 2 and 11 years, in Litcham and the surrounding district, through:

- 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.

In order to achieve our aims, the Trust provides Early Years sessions from 9.00am – 3.15pm each day and extended school sessions from 7.45 – 9.00am each day, 3.15 – 6.00pm each day as well as sessions from 8.00am - 4.00pm during holiday time as required, with the exception of 1 week at Christmas and Easter, and 2 weeks of Summer Holiday when Childcare is closed.

The Trustees employed in December 2024 a highly qualified and well motivated supervisor to run the setting on a daily basis, who holds a FETAC level 5 and a CACHE level 3 in Childcare and Education. All staff, who work directly with the children, have an NVQ level 3 with the exception of one, who have an NVQ level 2. We currently have an apprentice registered and working towards her level 3. Her apprenticeship started January 2025.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2025

Achievements and performance

Litcham Childcare continues to offer a stimulating, challenging and safe environment for children aged between 2 and 11 years. We offer 5 morning and 5 afternoon sessions per week to ensure as much flexibility as possible for parents and a waiting list system is in place if sessions are full. The flexibility of early years funding continues to allow parents to use their free 15 or 30 hours per week in Breakfast, After School and Holiday clubs as well as Early Years. Some 2 year olds and 3 & 4 year olds are eligible for 30 hours funding per week and during this financial year we have had 16 families who accessed the full amount, with all the remaining families claiming less than their full entitlement. It is the responsibility of the Parent/Carer, not the provider, to keep the eligibility code valid, this needs to be revalidated every 12 weeks. With most 2 year olds being eligible for 2 year funding, working entitlement and disadvantage families, this has meant that our 2 year old spaces are usually full and has led to higher numbers in early years in the 2 years category than we would normally see at the start of the academic year. Breakfast club and afterschool club remains busy until 4.30pm each day, with limited spaces available and some days being full, however the spaces from 4.30pm to 6pm are low.

All members of staff have performed well throughout the year. All staff attended training courses throughout the year ensuring they are up to date with any changes and in line with the EYFS requirements. Supervisions were done throughout the year to give extra 1:1 time with staff and offer further support if needed.

Christine Mayes (Supervisor) handed in her notice in December 2023 giving her leaving date as July 2024. New Supervisor Ciara Ottoway started on 2nd December 2024. During the period of July 2024 to November 2024, Childcare's two deputies, Jenny Waters and Sarah Barrett stepped up and supported with running of the childcare setting.

The mud kitchen and the two A frames has been refurbished and the children love them, these are played with daily. The summer house is being well used for additional learning such as Wellcomm and small group work to build on those areas some children may need extra support in. However there is some minor maintenance required within the summer house and we are making arrangements to get them done. We have received small donations to support with the outdoor play and purchasing of more trikes for the childrens play. A tonne bag of fresh play sand was also received for the sand pit and each area within the outdoor environment is getting looked at to see where we can promote the areas to be better for the childrens learning.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2025

Achievements and performance (cont'd)

We continue to support college students with their placements and high school students with their work experience. This consists of the school organising with childcare numerous visits to childcare with different groups to be able to carry out observations and assessments for their course work under the supervision of their childcare and all the staff at childcare. From this, we get requests from students asking to complete their end of year work placement with us in July, to which we support one student in doing this each year.

We have worked closely with Litcham School throughout the year to support the majority of our students who transition there. We have also worked with other schools in the area to support the students who are not going to Litcham School. We offer a warm welcome in supporting them to come and visit, see and meet the child before school year finishes, complete the necessary paperwork required, meet the child's key worker and allow them time to have discussions about the child and support where possible.

A concern we have again this financial year, is the rate at which the National Living Wage is rising. This means we have to raise our fees higher than we normally would in the coming year, starting April 2025.

Our Early Years advisor Lorraine Hunt offer's great advise and support throughout the setting throughout the year. We have been able to run a PEEP course with an outside agency through Norfolk County Council with our Sendco and some parents were invited to this. We re-introduced stay and plays, this involved inviting parents to come in for an hour, have a play, see what we get up to at childcare and have time to play with their child and with the staff.

Both the staff and the Trustees have done wonderful planning and supporting of the setting with some small fundraising throughout the year. We as a setting attended Greasenhall Fate, to help raise funds for resources at childcare. Raffle's and coffee morning's have been held at Easter and Christmas. Our deputy took wonderful photo's of the rising five's in a graduation gown and sold them to parents for a mini fundraiser for the setting. We have been given donations of toys and clothes throughout the year to sell on and raise money for the setting from this. The setting brought the raising five's on a school trip where the trustees supported and everyone had a wonderful day visiting church farm. The families paid a small donation towards this and the remaining owed was donated and paid by childcare. All the families supported us in raising money for Breast Cancer Now and Children in Need charities. On the run up to Christmas we did our annual christmas photo's and selling them to the parents for a small fee for the setting. We held our christmas nativity and had Father Christmas attend for all families to visit, and each child received a gift, which was a gift all paid by childcare.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2025

Financial Review

The Trust has recorded a surplus for the year. Reserves at the year end, being unrestricted funds, totalled £61,908 (2024: £83,037) and restricted funds, totalled £1,364 (2024: £1,364). The principal source of funds for the charity continues to be Norfolk County Council.

It is the policy of the Trustees to maintain a certain level of reserves to allow for contingencies, such as staff redundancies.

Declaration

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

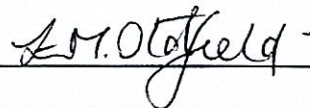
Signed on behalf of the trustees:

Signed:  _____

Name: Mrs G Blanchard-Smith

Position: Chair

Date 27.1.26

Signed:  _____

Name: Mrs L Oldfield

Position: Vice Chair

Date 28.1.26


LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

STATEMENT OF ASSETS AT THE END OF THE PERIOD

FOR THE YEAR ENDED 31 MARCH 2025

	2025	2025	2025	YE 31.03.2025	YE 31.03.2024
	Unrestricted funds	Restricted funds - Charitable fundraising	Restricted funds - E-learning credits	Total funds	Total funds
Cash funds					
Bank deposit account	11,592	-	-	11,592	11,422
Bank current account	50,290	1,270	94	51,654	72,953
Petty cash	26	-	-	26	26
Total cash funds	<u>61,908</u>	<u>1,270</u>	<u>94</u>	<u>63,272</u>	<u>84,401</u>
Total funds	<u>61,908</u>	<u>1,270</u>	<u>94</u>	<u>63,272</u>	<u>84,401</u>

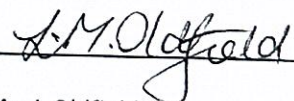
Signed on behalf of the trustees:

Signed: 

Name: Mrs G Blanchard-Smith

Position: Chair

Date: 27.1.26

Signed: 

Name: Mrs L Oldfield

Position: Vice Chair

Date: 27.1.26

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Related party transactions

The trustees are not entitled to and received no remuneration from the charity during the period.

The sum of £6,000 for rent (2024: £6,000) and £Nil for stationery (2024: £20) was paid during the year. No donations were received from Synergy Trust in 2025. Litcham and District Playgroup has a service level agreement with Litcham Children's Centre to supply childcare services.

LITCHAM AND DISTRICT PLAYGROUP

England & Wales - Charity number 1087935

Accounts

LITCHAM AND DISTRICT PLAYGROUP
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 March 2024

Charity Number 1087935

STEPHENSON SMART (EAST ANGLIA) LIMITED

Chartered Accountants
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

CONTENTS	PAGE
Independent examiner's report	1 to 2
Trustees' annual report	3 to 6
Receipts and payments account	7
Statement of assets	8
Notes to the accounts	9

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024**

I report to the trustees on my examination of the accounts of Litcham and District Playgroup ('the charity') for the year ended 31 March 2024 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no audit opinion on the accounts and my report is limited to those specific matters set out in the independent examiner's statement.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024**

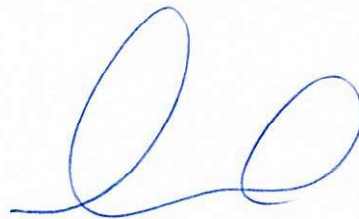
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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

Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
Chartered Accountants and Registered Auditors
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ



Date: 17 January 2025

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2024

Working name

Litcham Childcare

Address

Litcham Children's Centre
Weasenham Road
Litcham
King's Lynn
Norfolk
PE32 2QT

Trustees

Mrs G Blanchard-Smith (Chair)	
Mrs L Oldfield (Vice Chair)	
Mrs E Moore (Vice Chair)	Resigned March 2024
Mrs P Jackman	
Mrs L Billman	
Mrs M Pettitt	
Mrs L Elvin	Joined March 2024

Independent examiner

Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

Bankers

Barclays Bank plc
Market Place
Fakenham
Norfolk
NR21 9BE

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2024

Structure, governance and management

Litcham and District Playgroup is a Trust, governed by its constitution which was adopted on 27th June 2008, and amended on 20th January 2010. The Board of Trustees consists of a maximum of 12 members, at least half of which must be parents or guardians of children attending the playgroup. New trustees must be nominated and seconded by existing trustees and accepted under majority voting rules at the Annual General Meeting of the Trust. All trustees must be approved by Ofsted.

Objectives and activities

The object of the Trust is to advance the education of children below compulsory school age, and to provide Out of School Clubs for children aged between 2 and 14 years, in Litcham and the surrounding district, through:

- 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.

In order to achieve our aims, the Trust provides Early Years sessions from 9.00am – 3.15pm each day and extended school sessions from 7.45 – 9.00am and 3.15 – 6.00pm each day during term time as well as sessions from 8.00am - 4.00pm during holiday time as required, with the exception of 1 week at Christmas and Easter, and 2 weeks of Summer Holiday when Childcare is closed.

The Trust employs a highly qualified and well motivated supervisor to run the setting on a daily basis, who holds a BA (Hons) in Childhood Studies. All staff, who work directly with the children, have an NVQ level 3 with the exception of two, who have an NVQ level 2. The two members of staff are willing to take a level 3 when a course is available.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2024

Achievements and performance

Litcham Childcare continues to offer a stimulating, challenging and safe environment for children aged between 2 and 11 years. We offer 5 morning and 5 afternoon sessions per week to ensure as much flexibility as possible for parents and a waiting list system is in place if sessions are full. The flexibility of early years funding continues to allow parents to use their free 15 hours per week in Breakfast, After School and Holiday clubs as well as Early Years. Some 3 & 4 year olds are eligible for 30 hours funding per week and during this financial year we have had 15 families who accessed this. It is the responsibility of the Parent/Carer, not the provider, to keep the eligibility code valid, this needs to be revalidated every 12 weeks. With some 2 year olds being eligible for 2 year funding, working entitlement and disadvantage families, this has meant that our 2 year old spaces are usually full and has led to higher numbers in early years than we would normally see at the start of the academic year. Breakfast club and afterschool club remains busy, with limited spaces available and some days being full.

All members of staff have attended training courses throughout the year ensuring they are up to date with changes.

Christine Mayes (Supervisor) handed in her notice in December 2023 giving her leaving date as July 2024.

The mud kitchen has been refurbished and the children love it. The summer house is being well used for additional learning.

We continue to support college students with their placements and high school students with their work experience.

We have worked closely with Litcham School throughout the year to support the majority of our students who transition there. We have also worked with other schools in the area to support the students who are not going to Litcham School.

The only concern we have again, is the rate at which the National Living Wage is rising. This may mean we have to raise our fees higher than we normally would in the coming year.

The Staff and Trustees look forward to another successful year.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2024

Financial Review

The Trust has recorded a surplus for the year. Reserves at the year end, being unrestricted funds, totalled £83,037 (2023: £71,899) and restricted funds, totalled £1,364 (2023: £1,364). The principal source of funds for the charity continues to be Norfolk County Council.

It is the policy of the Trustees to maintain a certain level of reserves to allow for contingencies, such as staff redundancies.

Declaration

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

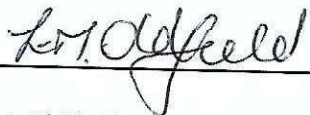
Signed on behalf of the trustees:

Signed: 

Name: Mrs G Blanchard-Smith

Position: Chair

Date 13.01.2025

Signed: 

Name: Mrs L Oldfield

Position: Vice Chair

Date 13.01.2025

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024	YE 31.03.2024	YE 31.03.2023
	Unrestricted funds	Restricted funds - Breakfast club	Restricted funds - After school club	Restricted funds - Holiday club	Restricted funds - Equipment	Restricted funds - NCC Q&I	Restricted funds - Charitable fundraising	Restricted funds - E-learning credits	Restricted funds - Milk	Total funds	Total funds	
Receipts												
Norfolk Children's Services	96,103	-	-	-	-	-	-	-	-	96,103	86,318	
Norfolk Children's Services - Breakfast club	-	426	-	-	-	-	-	-	-	426	1,168	
Norfolk Children's Services - Afterschool club	-	-	1,148	-	-	-	-	-	-	1,148	1,434	
Norfolk Children's Services - Holiday club	-	-	-	6,497	-	-	-	-	-	6,497	5,647	
Parents' fees - Playgroup	31,652	-	-	-	-	-	-	-	-	31,652	20,230	
Parents' fees - Breakfast club	14,428	-	-	-	-	-	-	-	-	14,428	10,643	
Parents' fees - After school club	19,809	-	-	-	-	-	-	-	-	19,809	15,589	
Parents' fees - Holiday club	11,586	-	-	-	-	-	-	-	-	11,586	7,522	
NMRU - Funding for milk	-	-	-	-	-	-	-	-	212	212	150	
Fundraising	1,866	-	-	-	-	-	-	-	-	1,866	3,498	
Donations	20	-	-	-	-	-	-	-	-	20	3,197	
Bank interest	138	-	-	-	-	-	-	-	-	138	30	
Miscellaneous income	-	-	-	-	-	-	-	-	-	-	10	
Total receipts	175,602	426	1,148	6,497	-	-	-	-	212	183,885	155,436	
Payments												
Salaries	139,698	426	1,148	6,497	-	-	-	-	-	147,769	122,714	
Equipment and resources	2,886	-	-	-	-	-	-	-	-	2,886	14,972	
Rent	6,000	-	-	-	-	-	-	-	-	6,000	6,000	
Dance and music teachers	400	-	-	-	-	-	-	-	-	400	250	
Milk	-	-	-	-	-	-	-	-	212	212	150	
Food	3,263	-	-	-	-	-	-	-	-	3,263	3,087	
Independent Examination	2,460	-	-	-	-	-	-	-	-	2,460	2,412	
Fundraising	1,538	-	-	-	-	-	-	-	-	1,538	1,580	
Administration costs	5,940	-	-	-	-	-	-	-	-	5,940	4,560	
Insurance	1,395	-	-	-	-	-	-	-	-	1,395	1,341	
Advertising	235	-	-	-	-	-	-	-	-	235	225	
Miscellaneous expenditure	-	-	-	-	-	-	-	-	-	-	63	
Training	298	-	-	-	-	-	-	-	-	298	85	
Outside Agency	351	-	-	-	-	-	-	-	-	351	-	
Total payments	164,464	426	1,148	6,497	-	-	-	-	212	172,747	157,439	
Net receipts (payments)	11,138	-	-	-	-	-	-	-	-	11,138	(2,003)	
Transfers between funds	-	-	-	-	-	-	-	-	-	-	-	
Cash funds at 1 April 2023	71,899	-	-	-	-	952	318	94	-	73,263	75,266	
Cash funds at 31 March 2024	83,037	-	-	-	-	952	318	94	-	84,401	73,263	


LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

STATEMENT OF ASSETS AT THE END OF THE PERIOD

FOR THE YEAR ENDED 31 MARCH 2024

	2024	2024	2024	YE 31.03.2024	YE 31.03.2023
	Unrestricted funds	Restricted funds - Charitable fundraising	Restricted funds - E-learning credits	Total funds	Total funds
Cash funds					
Bank deposit account	11,422	-	-	11,422	11,286
Bank current account	71,589	1,270	94	72,953	61,951
Petty cash	26	-	-	26	26
Total cash funds	83,037	1,270	94	84,401	73,263
Total funds	83,037	1,270	94	84,401	73,263

Signed on behalf of the trustees:

Signed: Name: Mrs G Blanchard-SmithPosition: ChairDate: 13.01.2025Signed: Name: Mrs L OldfieldPosition: Vice ChairDate: 13.01.25,

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Related party transactions

The trustees are not entitled to and received no remuneration from the charity during the period.

The sum of £6,000 for rent (2023: £6,000) and £20 for stationery (2023: £Nil) was paid during the year. No donations were received from Synergy Trust in 2024. The sum of £2,408 to be used for the purchase of new wetpour flooring was received in 2023. Litcham and District Playgroup has a service level agreement with Litcham Children's Centre to supply childcare services.

LITCHAM AND DISTRICT PLAYGROUP

England & Wales - Charity number 1087935

Accounts

LITCHAM AND DISTRICT PLAYGROUP
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 March 2023

Charity Number 1087935

STEPHENSON SMART (EAST ANGLIA) LIMITED
Chartered Accountants
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

CONTENTS	PAGE
Independent examiner's report	1 to 2
Trustees' annual report	3 to 6
Receipts and payments account	7
Statement of assets	8
Notes to the accounts	9

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023**

I report to the trustees on my examination of the accounts of Litcham and District Playgroup ('the charity') for the year ended 31 March 2023 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no audit opinion on the accounts and my report is limited to those specific matters set out in the independent examiner's statement.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023**

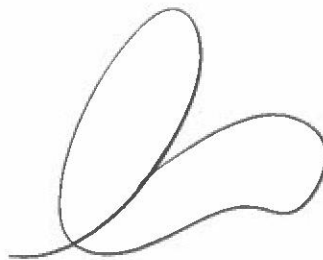
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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

Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
Chartered Accountants and Registered Auditors
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ



Date: 10 January 2024

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Working name

Litcham Childcare

Address

Litcham Children's Centre
Weasenham Road
Litcham
King's Lynn
Norfolk
PE32 2QT

Trustees

Mrs G Blanchard-Smith (Chair)
Mrs E Moore (Vice Chair)
Mrs P Jackman
Mrs L Oldfield
Mrs L Billman
Mrs M Pettitt

Independent examiner

Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

Bankers

Barclays Bank plc
Market Place
Fakenham
Norfolk
NR21 9BE

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2023

Structure, governance and management

Litcham and District Playgroup is a Trust, governed by its constitution which was adopted on 27th June 2008, and amended on 20th January 2010. The Board of Trustees consists of a maximum of 12 members, at least half of which must be parents or guardians of children attending the playgroup. New trustees must be nominated and seconded by existing trustees and accepted under majority voting rules at the Annual General Meeting of the Trust. All trustees must be approved by Ofsted.

Objectives and activities

The object of the Trust is to advance the education of children below compulsory school age, and to provide Out of School Clubs for children aged between 2 and 14 years, in Litcham and the surrounding district, through:

- 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.

In order to achieve our aims, the Trust provides Early Years sessions from 9.00am – 3.15pm each day and extended school sessions from 7.45 – 9.00am and 3.15 – 6.00pm each day during term time as well as sessions from 7.45am -6.00pm during holiday time as required, with the exception of 1 week at Easter, 1 week of Summer Holidays and Christmas, when Childcare is closed.

The Trust employs a highly qualified and well motivated supervisor to run the setting on a daily basis, who holds a BA (Hons) in Childhood Studies. All staff, who work directly with the children, have an NVQ level 3 with the exception of two, who have an NVQ level 2. The two members of staff are willing to take a level 3 when a course is available.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

Litcham Childcare continues to offer a stimulating, challenging and safe environment for children aged between 2 and 14 years. We offer 5 morning and 5 afternoon sessions per week to ensure as much flexibility as possible for parents and a waiting list system is in place if sessions are full. The flexibility of early years funding continues to allow parents to use their free 15 hours per week in Breakfast, After School and Holiday clubs as well as Early Years. Some 3 & 4 year olds are eligible for 30 hours funding per week and during this financial year we have had 12 families who accessed this. It is the responsibility of the Parent/Carer, not the provider, to keep the eligibility code valid, this needs to be revalidated every 12 weeks. With some 2 year olds being eligible for 2 year funding this has meant that our 2 year old spaces are usually full and has led to higher numbers in early years than we would normally see at the start of the academic year. Breakfast club and afterschool club remains busy, with limited spaces available.

All members of staff have attended training courses throughout the year ensuring they are up to date with changes. We have had 1 member of staff leave for personal reasons and a new member of staff joined us in November 2022.

The outside area continues to be used in all weathers; the mud kitchen remains very popular as does the sand pit. Both are up for refurbishment in 2022 and fundraising is continuing to be able to carry this out as well as provide a summer house to be used for learning and interventions.

We continue to support college students with their placements and high school students with their work experience.

We have worked closely with Litcham School throughout the year to support the majority of our students who transition there. We have also worked with other schools in the area to support the students who are not going to Litcham School.

The only concern we have again, is the rate at which the National Living Wage is rising, this may mean we have to raise our fees higher than we normally would in the coming year.

The Staff and Trustees look forward to another successful year.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2023

Financial Review

The Trust has recorded a surplus for the year. Reserves at the year end, being unrestricted funds, totalled £71,899 (2022: £73,902) and restricted funds, totalled £1,364 (2022: £1,364). The principal source of funds for the charity continues to be Norfolk County Council.

It is the policy of the Trustees to maintain a certain level of reserves to allow for contingencies, such as staff redundancies.

Declaration

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

Signed on behalf of the trustees:

Signed: 

Name: Mrs G Blanchard-Smith

Position: Chair

Date 08/01/2024

Signed: 

Name: Mrs E Moore

Position: Vice Chair

Date 08/01/2024

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	2023	2023	2023	2023	2023	2023	2023	2023	2023	YE 31.03.2023	YE 31.03.2022
	Unrestricted funds	Restricted funds - Breakfast club	Restricted funds - After school club	Restricted funds - Holiday club	Restricted funds - Equipment	Restricted funds - NCC Q&I	Restricted funds - Charitable fundraising	Restricted funds - E-learning credits	Restricted funds - Milk	Total funds	Total funds
Receipts											
Norfolk Children's Services	86,318	-	-	-	-	-	-	-	-	86,318	93,126
Norfolk Children's Services - Breakfast club	-	1,168	-	-	-	-	-	-	-	1,168	532
Norfolk Children's Services - After school club	-	-	1,434	-	-	-	-	-	-	1,434	950
Norfolk Children's Services - Training	-	-	-	-	-	-	-	-	-	-	138
Norfolk Children's Services - Holiday club	-	-	-	5,648	-	-	-	-	-	5,648	11,858
Parents' fees - Playgroup	20,230	-	-	-	-	-	-	-	-	20,230	14,755
Parents' fees - Breakfast club	10,643	-	-	-	-	-	-	-	-	10,643	8,646
Parents' fees - After school club	15,589	-	-	-	-	-	-	-	-	15,589	12,091
Parents' fees - Lunch	-	-	-	-	-	-	-	-	-	-	-
Parents' fees - Holiday club	7,522	-	-	-	-	-	-	-	-	7,522	5,264
NMRU - Funding for milk	-	-	-	-	-	-	-	-	150	150	91
Litcham Childrens Centre - Training	-	-	-	-	-	-	-	-	-	-	-
Fundraising	3,498	-	-	-	-	-	-	-	-	3,498	683
Donations	390	-	-	-	2,808	-	-	-	-	3,198	-
Bank interest	30	-	-	-	-	-	-	-	-	30	1
Miscellaneous income	10	-	-	-	-	-	-	-	-	10	12
CJRS income	-	-	-	-	-	-	-	-	-	-	1,425
Total receipts	144,228	1,168	1,434	5,648	2,808	-	-	-	150	155,436	149,571
Payments											
Salaries	114,464	1,168	1,434	5,648	-	-	-	-	-	122,714	116,206
Equipment and resources	12,164	-	-	-	2,808	-	-	-	-	14,972	2,079
Rent	6,000	-	-	-	-	-	-	-	-	6,000	6,000
Dance and music teachers	250	-	-	-	-	-	-	-	-	250	250
Milk	-	-	-	-	-	-	-	-	150	150	91
Food	3,087	-	-	-	-	-	-	-	-	3,087	2,520
Hot lunches	-	-	-	-	-	-	-	-	-	-	-
Independent Examination	2,412	-	-	-	-	-	-	-	-	2,412	3,060
Fundraising	1,580	-	-	-	-	-	-	-	-	1,580	1,383
Administration costs	4,560	-	-	-	-	-	-	-	-	4,560	3,556
Insurance	1,341	-	-	-	-	-	-	-	-	1,341	1,289
Advertising	225	-	-	-	-	-	-	-	-	225	180
Miscellaneous expenditure	63	-	-	-	-	-	-	-	-	63	130
Training	85	-	-	-	-	-	-	-	-	85	338
Total payments	146,232	1,168	1,434	5,648	2,808	-	-	-	150	157,438	137,061
Net receipts (payments)	(2,003)	-	-	-	-	-	-	-	-	(2,003)	12,491
Transfers between funds	-	-	-	-	-	-	-	-	-	-	-
Cash funds at 1 April 2022	73,902	-	-	-	-	952	318	94	-	75,266	62,776
Cash funds at 31 March 2023	71,899	-	-	-	-	952	318	94	-	73,263	75,266

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

STATEMENT OF ASSETS AT THE END OF THE PERIOD

FOR THE YEAR ENDED 31 MARCH 2023

	2023	2023	2023	YE 31.03.2023	YE 31.03.2022
	Unrestricted funds	Restricted funds - Charitable fundraising	Restricted funds - E-learning credits	Total funds	Total funds
Cash funds					
Bank deposit account	11,286	-	-	11,286	11,262
Bank current account	60,587	1,270	94	61,951	63,979
Petty cash	26	-	-	26	26
Total cash funds	<u>71,899</u>	<u>1,270</u>	<u>94</u>	<u>73,263</u>	<u>75,266</u>
Total funds	<u>71,899</u>	<u>1,270</u>	<u>94</u>	<u>73,263</u>	<u>75,266</u>


Signed on behalf of the trustees:

Signed: 

Name: Mrs G Blanchard-Smith

Position: Chair

Date: 08/01/2024

Signed: 

Name: Mrs E Moore

Position: Vice Chair

Date: 08/01/2024

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Related party transactions

The trustees are not entitled to and received no remuneration from the charity during the period.

The sum of £6,000 for rent (2022: £6,000) was paid during the year. The sum of £2,408 to be used for the purchase of new wetpour flooring (2022: £Nil) was received in the year. Litcham and District Playgroup has a service level agreement with Litcham Children's Centre to supply childcare services.

LITCHAM AND DISTRICT PLAYGROUP

England & Wales - Charity number 1087935

Accounts

LITCHAM AND DISTRICT PLAYGROUP
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 March 2022

Charity Number 1087935

STEPHENSON SMART (EAST ANGLIA) LIMITED
Chartered Accountants
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

CONTENTS	PAGE
Independent examiner's report	1 to 2
Trustees' annual report	3 to 6
Receipts and payments account	7
Statement of assets	8
Notes to the accounts	9

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

I report to the trustees on my examination of the accounts of Litcham and District Playgroup ('the charity') for the year ended 31 March 2022 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no audit opinion on the accounts and my report is limited to those specific matters set out in the independent examiner's statement.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
Chartered Accountants and Registered Auditors
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

Date: 10 January 2023

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2022

Working name

Litcham Childcare

Address

Litcham Children's Centre
Weasenham Road
Litcham
King's Lynn
Norfolk
PE32 2QT

Trustees

Mrs G Blanchard-Smith (Chair)
Mrs E Moore (Vice Chair)
Mrs P Jackman
Mrs L Oldfield
Mrs L Billman
Mr M Jones
Mrs P Gallop
Mrs M Pettitt

Independent examiner

Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

Bankers

Barclays Bank plc
Market Place
Fakenham
Norfolk
NR21 9BE

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management

Litcham and District Playgroup is a Trust, governed by its constitution which was adopted on 27th June 2008, and amended on 20th January 2010. The Board of Trustees consists of a maximum of 12 members, at least half of which must be parents or guardians of children attending the playgroup. New trustees must be nominated and seconded by existing trustees and accepted under majority voting rules at the Annual General Meeting of the Trust. All trustees must be approved by Ofsted.

Objectives and activities

The object of the Trust is to advance the education of children below compulsory school age, and to provide Out of School Clubs for children aged between 2 and 14 years, in Litcham and the surrounding district, through:

- 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.

In order to achieve our aims, the Trust provides Early Years sessions from 9.00am – 3.15pm each day and extended school sessions from 7.45 – 9.00am and 3.15 – 6.00pm each day during term time as well as sessions from 7.45am -6.00pm during holiday time as required, with the exception of 1 week at Easter, 1 week of Summer Holidays and Christmas, when Childcare is closed.

The Trust employs a highly qualified and well motivated supervisor to run the setting on a daily basis, who holds a BA (Hons) in Childhood Studies. All staff, who work directly with the children, have an NVQ level 3 with the exception of two, who have an NVQ level 2. The two members of staff are willing to take a level 3 when a course is available.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance

Litcham Childcare continues to offer a stimulating, challenging and safe environment for children aged between 2 and 14 years. We offer 5 morning and 5 afternoon sessions per week to ensure as much flexibility as possible for parents and a waiting list system is in place if sessions are full. The flexibility of early years funding continues to allow parents to use their free 15 hours per week in Breakfast, After School and Holiday clubs as well as Early Years. Some 3 & 4 year olds are eligible for 30 hours funding per week and at the moment we have 9 families who access this. It is the responsibility of the Parent/Carer, not the provider, to keep the eligibility code valid, this needs to be revalidated every 12 weeks. With some 2 year olds being eligible for 2 year funding this has meant that our 2 year old spaces are usually full and has led to higher numbers in early years than we would normally see at the start of the academic year. Breakfast club and afterschool club remains busy, with some sessions being full and a waiting list is in place.

All members of staff have attended training courses throughout the year ensuring they are up to date with changes, these have been a mixture of zoom and attended sessions. We have employed 2 members of staff to cover a member of staff being on maternity leave and extra cover needed due to numbers.

The outside area continues to be used in all weathers; the mud kitchen remains very popular as does the sand pit. Both are up for refurbishment post March 2022 and we are working hard to raise funds.

Again, this year has been challenging due to Covid-19 with restrictions being lifted and then reapplied. Some staff did have covid at Christmas which meant we had to close a day earlier than we normally would, any parent paying for sessions was credited for their sessions and NCC Early Years Team were notified. We have managed to run holiday clubs with the support of NCC for Easter and Summer holiday clubs. NCC provided financial support for settings to provide childcare for children who receive EYPP. We were given funding to supply a healthy meal as well as sessions for eligible children. With the help and supervision of staff the children prepared their own meals.

Despite Covid-19 we have no concerns currently regarding financial stability for the next financial year. The only concern we have is the rate at which the National Living Wage is rising, this may mean we have to raise our fees higher than we normally would in the coming year.

The Staff and Trustees look forward to another successful year.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2022

Financial Review

The Trust has recorded a surplus for the year. Reserves at the year end, being unrestricted funds, totalled £73,902 (2021: £61,412) and restricted funds, totalled £1,364 (2021: £1,364). The principal source of funds for the charity continues to be Norfolk County Council.

It is the policy of the Trustees to maintain a certain level of reserves to allow for contingencies, such as staff redundancies.

Declaration

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

Signed on behalf of the trustees:

Signed:  _____

Name: Mrs G Blanchard-Smith

Position: Chair

Date 10.01.2023

Signed:  _____

Name: Mrs E Moore

Position: Vice Chair

Date 10-01-23

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

STATEMENT OF ASSETS AT THE END OF THE PERIOD

FOR THE YEAR ENDED 31 MARCH 2022

	2022	2022	2022	YE 31.03.2022	YE 31.03.2021
	Unrestricted funds	Restricted funds - Charitable fundraising	Restricted funds - E-learning credits	Total funds	Total funds
Cash funds					
Bank deposit account	11,262	-	-	11,262	11,261
Bank current account	62,615	1,270	94	63,979	51,489
Petty cash	26	-	-	26	26
Total cash funds	73,902	1,270	94	75,266	62,776
Total funds	73,902	1,270	94	75,266	62,776

Signed on behalf of the trustees:

Signed: Name: Mrs G Blanchard-SmithPosition: ChairDate 10.01.2023Signed: Name: Mrs E MoorePosition: Vice ChairDate 10-01-23

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Related party transactions

The trustees are not entitled to and received no remuneration from the charity during the period.

The sum of £6,000 for rent (2021: £6,000) was paid during the year. Litcham and District Playgroup has a service level agreement with Litcham Children's Centre to supply childcare services.

LITCHAM AND DISTRICT PLAYGROUP

England & Wales - Charity number 1087935

Accounts

LITCHAM AND DISTRICT PLAYGROUP
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 March 2021

Charity Number 1087935

STEPHENSON SMART (EAST ANGLIA) LIMITED

Chartered Accountants
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

CONTENTS	PAGE
Independent examiner's report	1 to 2
Trustees' annual report	3 to 6
Receipts and payments account	7
Statement of assets	8
Notes to the accounts	9

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

I report to the trustees on my examination of the accounts of Litcham and District Playgroup ('the charity') for the year ended 31 March 2021 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no audit opinion on the accounts and my report is limited to those specific matters set out in the independent examiner's statement.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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

Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
Chartered Accountants and Registered Auditors
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

Date: 10/01/2022

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Working name

Litcham Childcare

Address

Litcham Children's Centre
Weasenham Road
Litcham
King's Lynn
Norfolk
PE32 2QT

Trustees

Mrs G Blanchard-Smith (Chair)
Mrs A Barron (Vice Chair)
Mrs P Jackman
Mrs L Oldfield
Mrs S Payne
Mrs L Billman
Mr M Jones
Mrs E Moore

Independent examiner

Michael Andrews FCA
Stephenson Smart (East Anglia) Limited
22-26 King Street
King's Lynn
Norfolk
PE30 1HJ

Bankers

Barclays Bank plc
Market Place
Fakenham
Norfolk
NR21 9BE

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management

Litcham and District Playgroup is a Trust, governed by its constitution which was adopted on 27th June 2008, and amended on 20th January 2010. The Board of Trustees consists of a maximum of 12 members, at least half of which must be parents or guardians of children attending the playgroup. New trustees must be nominated and seconded by existing trustees and accepted under majority voting rules at the Annual General Meeting of the Trust. All trustees must be approved by Ofsted.

Objectives and activities

The object of the Trust is to advance the education of children below compulsory school age, and to provide Out of School Clubs for children aged between 2 and 14 years, in Litcham and the surrounding district, through:

- 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.

In order to achieve our aims, the Trust provides Early Years sessions from 9.00am – 3.15pm each day and extended school sessions from 7.45 – 9.00am and 3.15 – 6.00pm each day during term time as well as sessions from 7.45am -6.00pm during holiday time as required, with the exception of 1 week at Easter, 1 week of Summer Holidays and Christmas, when Childcare is closed.

The Trust employs a highly qualified and well motivated supervisor to run the setting on a daily basis, who holds a BA (Hons) in Childhood Studies. All staff, who work directly with the children, have an NVQ level 3 with the exception of one, they are willing to take a level 3 when a course is available. One member of staff has a Level 3 play worker course qualification.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

Litcham Childcare continues to offer a stimulating, challenging and safe environment for children aged between 2 and 14 years. We offer 5 morning and 5 afternoon sessions per week to ensure as much flexibility as possible for parents and a waiting list system is in place if sessions are full. The flexibility of early years funding continues to allow parents to use their free 15 hours per week in Breakfast, After School and Holiday clubs as well as Early Years. Some 3 & 4 year olds are eligible for 30 hours funding per week and at the moment we have 15 families who access this. It is the responsibility of the Parent/Carer, not the provider, to keep the eligibility code valid, this needs to be revalidated every 12 weeks. With some 2 year olds being eligible for 2 year funding this has meant that our 2 year old spaces are usually full and has led to higher numbers in early years than we would normally see at the start of the academic year. Breakfast club and afterschool club remains busy, there are a few limited spaces available.

All members of staff have attended training courses throughout the year ensuring they are up to date with changes, due to the current restrictions these have been a mixture of zoom and attended sessions. We have employed 2 members of staff to cover a member of staff being on maternity leave and extra cover needed due to numbers.

The outside area continues to be used in all weathers; the mud kitchen remains very popular as does the sand pit.

This year has again been challenging due to Covid-19. We have managed to run holiday clubs with the support of NCC for Easter and Summer holiday clubs. NCC provided financial support for settings to provide childcare for children who receive EYPP. We were given funding to supply a healthy meal as well as sessions for eligible children. With the help and supervision of staff the children prepared their own meals. We were also able to fund a pottery painting session through Lisa at The Clay Barn and some animals from Bert's Amazing Animals.

Despite Covid-19 we have no concerns at this time regarding financial stability for the next financial year, however, if the national minimum wage continues to rise at the same rate we are concerned as there is no extra financial support from NCC at this moment in time and a 6% rise in fees would cause many of our family's difficulty.

The Staff and Trustees look forward to another successful year.

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

TRUSTEES' ANNUAL REPORT (cont'd)

FOR THE YEAR ENDED 31 MARCH 2021

Financial Review

The Trust has recorded a surplus for the year. Reserves at the year end, being unrestricted funds, totalled £61,412 (2020: £43,629) and restricted funds, totalled £1,364 (2020: £1,364). The principal source of funds for the charity continues to be Norfolk County Council.

It is the policy of the Trustees to maintain a certain level of reserves to allow for contingencies, such as staff redundancies.

Declaration

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

Signed on behalf of the trustees:

Signed: _____

Name: G Blanchard-Smith

Position: Chair

Date _____

Signed: _____

Name: L Oldfield

Position: Trustee

Date _____

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	2021	2021	2021	2021	2021	2021	2021	2021	YE 31.03.2021	YE 31.03.2020
	Unrestricted funds	Restricted funds - breakfast club	Restricted funds - after school club	Restricted funds - holiday club	Restricted funds - NCC Q&I	Restricted funds - charitable fundraising	Restricted funds - e-learning credits	Restricted funds - milk	Total funds	Total funds
Receipts										
Norfolk Children's Services	96,936	-	-	-	-	-	-	-	96,936	99,558
Norfolk Children's Services - breakfast club	-	125	-	-	-	-	-	-	125	1,239
Norfolk Children's Services - afterschool club	-	-	105	-	-	-	-	-	105	1,219
Norfolk Children's Services - lunch	-	-	-	-	-	-	-	-	-	-
Parents' fees - playgroup	9,079	-	-	-	-	-	-	-	9,079	12,633
Parents' fees - breakfast club	3,952	-	-	-	-	-	-	-	3,952	12,549
Parents' fees - after school club	4,122	-	-	-	-	-	-	-	4,122	11,144
Parents' fees - lunch	-	-	-	-	-	-	-	-	-	629
Norfolk Children's Services - holiday club	-	-	-	253	-	-	-	-	253	1,252
Parents' fees - holiday club	257	-	-	-	-	-	-	-	257	8,733
WFRU - funding for milk	-	-	-	-	-	-	-	108	108	152
Litcham Childrens Centre - Training	-	-	-	-	-	-	-	-	-	-
Fundraising	704	-	-	-	-	-	-	-	704	2,124
Donations	-	-	-	-	-	-	-	-	-	60
Bank interest	5	-	-	-	-	-	-	-	5	48
Miscellaneous income	360	-	-	-	-	-	-	-	360	230
CJRS income	23,121	-	-	-	-	-	-	-	23,121	-
Total receipts	138,536	125	105	253	-	-	-	108	139,127	151,570
Payments										
Salaries	102,154	125	105	253	-	-	-	-	102,637	105,894
Equipment and resources	3,406	-	-	-	-	-	-	-	3,406	1,691
Rent	6,000	-	-	-	-	-	-	-	6,000	6,650
Dance and music teachers	-	-	-	-	-	-	-	-	-	402
Milk	-	-	-	-	-	-	-	108	108	152
Food	1,251	-	-	-	-	-	-	-	1,251	2,612
Hot lunches	-	-	-	-	-	-	-	-	-	587
Independent Examination	2,088	-	-	-	-	-	-	-	2,088	2,028
Fundraising	652	-	-	-	-	-	-	-	652	1,095
Administration costs	4,321	-	-	-	-	-	-	-	4,321	4,666
Insurance	468	-	-	-	-	-	-	-	468	2,176
Advertising	170	-	-	-	-	-	-	-	170	170
Miscellaneous expenditure	243	-	-	-	-	-	-	-	243	150
Total payments	120,753	125	105	253	-	-	-	108	121,344	128,273
Net receipts (payments)	17,783	-	-	-	-	-	-	-	17,783	23,298
Transfers between funds	-	-	-	-	-	-	-	-	-	-
Cash funds at 1 April 2020	43,629	-	-	-	952	318	94	-	44,993	21,696
Cash funds at 31 March 2021	61,412	-	-	-	952	318	94	-	62,776	44,994

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

STATEMENT OF ASSETS AT THE END OF THE PERIOD

FOR THE YEAR ENDED 31 MARCH 2021

	2021	2021	2021	YE 31.03.2021	YE 31.03.2020
	Unrestricted funds	Restricted funds - Charitable fundraising	Restricted funds - e-learning credits	Total funds	<i>Total funds</i>
Cash funds					
Bank deposit account	11,261	-	-	11,261	11,256
Bank current account	50,125	1,270	94	51,489	33,712
Petty cash	26	-	-	26	26
Total cash funds	<u><u>61,412</u></u>	<u><u>1,270</u></u>	<u><u>94</u></u>	<u><u>62,776</u></u>	<u><u>44,993</u></u>
Total funds	<u><u>61,412</u></u>	<u><u>1,270</u></u>	<u><u>94</u></u>	<u><u>62,776</u></u>	<u><u>44,993</u></u>

Signed on behalf of the trustees:

Signed: _____

Name: G Blanchard-SmithPosition: Chair

Date _____

Signed: _____

Name: L OldfieldPosition: Trustee

Date _____

LITCHAM AND DISTRICT PLAYGROUP (Charity No. 1087935)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Related party transactions

The trustees are not entitled to and received no remuneration from the charity during the period.