

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

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**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:

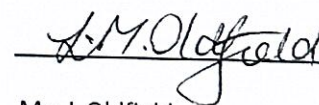
Signed:

Name: Mrs G Blanchard-SmithPosition: Chair

Date

27.1.26

Signed:

Name: Mrs L OldfieldPosition: 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.