

	Trustees' Annual Report for the period							
	From	Period start date			To	Period end date		
		Day 01	Month 09	Year 2023		Day 31	Month 08	Year 2024

Section A Reference and administration details

Charity name	Chestnut Playgroup
Other names charity is known by	
Registered charity number (if any)	1090719
Charity's principal address	The Cathodeon Centre, Horseheath Road Linton Cambridge Postcode CB21 4LU

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	Kerri Westlake	Chair & Secretary	Sep 2018 -	
2	Fran Pollard	Treasurer	Sep 2020 -	
3	Georgina Moule		Sep 2022 -	
4	Janine Cook		Sep 2023 -	
5	Paul Cook		Sep 2023 -	
6	Emily Steele		Sep 2020 -	
7				
8				
Names of the trustees for the charity, if any, (for example, any custodian trustees)				
	Name	Dates acted if not for whole year		

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

TAR 1 2023-24

Type of governing document (eg. trust deed, constitution)	Constitution adopted 10/10/1999, Amended 30/09/2009
How the charity is constituted (eg. trust, association, company)	Unincorporated association
Trustee selection methods (eg. appointed by, elected by)	Volunteer committee elected from membership at AGM or further meetings if applicable

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

Summary of the objects of the charity set out in its governing document

The playgroup aims to enhance the development and education of pre-school children by offering appropriate play, education and care facilities, family learning and extended hours groups. We recognise the right of parents/carers to take responsibility for and become involved in the activities of such groups, and offer opportunities for all children whatever their race, gender, culture, religion, means or ability.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Provision of sessional play, education and care

The trustees employ a Playgroup Leader, Deputy and other full time and Bank Staff to provide sessional play, education and care to pre-school children at a setting in the local community. Sessions run in term time (in line with the village schools) on mornings, lunch and afternoons from Monday to Friday. Children may attend playgroup from the age of 2 until school age, and all sessions include a mix of ages. We can also provide 1-1 care for any eligible child if required.

Involving parents

Parents/carers are encouraged to volunteer to join the committee and actively contribute to the development of local pre-school children through the playgroup. Furthermore, parents/carers are occasionally invited to attend and help at playgroup sessions/outings if they wish, or as part of settling in their children. We also encourage parents/carers to share their skills or hobbies in group sessions where appropriate.

Statutory declaration

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The playgroup has continued to develop from the progress made over the previous years, building on processes internally as well as continuing to develop the EYFS learning protocols.

The staff team continued to provide a high quality level of care for the children, assisting in their educational and emotional development, through use of a broad array of resources. These ranged from equipment and toys, art facilities, as well as a large outside area with playground equipment, vegetable patches, mud kitchen and a sandpit, and limited use of computer tablets. All whilst adhering to all protocols and changing guidance.

Activities have also included story-telling, free-flow play, painting and other crafts, role-playing, outside play, singing, messy play, contributing to community events, family events, library visits and various fundraising events. We have also been on outings to local places.

The staff and committee have again worked hard this year. We have again managed to raise more than our fundraising target which we are very pleased with. We were also lucky enough to again be given specific grants which allowed us to purchase new toys and equipment.

Financially, the playgroup has had a very good year. This year we made a profit, mostly due to having the highest number of children we have ever had for the entire year, being almost full from the start of the academic year. We were also able to obtain new toys and equipment for the children, and training for staff. This is especially good as our rent was almost doubled from the beginning of the academic year by the buildings trustees. Overall, we are happy with the finances for this year as these purchases were carefully managed. This therefore gives us a good position going into next year, which could have less income due to the number of children due to be reducing. We will also have an increase in our payroll as our Playgroup Leader has sadly resigned, and we are planning to retain a new manager with an overlap time where they will both be in setting to complete a handover. There will also be a rise in the Living Wage again in April 2025. Signing on bonuses for the new manager and Deputy may also be given.

We also continue to have a large amount in savings which we are mandated to have to cover redundancies and closing costs in the unlikely event we were to close (as below/on next page). We are also carefully considering making extra purchases, outside our normal spending.

We will continue to open for 5 days a week, and offer the extended hours funding, within the playgroup opening hours. We will enter the next year with a healthy cash balance, but we anticipate and are prepared that next year we could make an accounting year loss because of the increase in staff costs, and the fewer children predicted to attend the playgroup.

Brief statement of the charity's policy on reserves

The playgroup maintains a savings account with a balance of £35,000+. This is to cover contingencies and ensures there are adequate resources to pay staff for at least 3 months, and find a new building if necessary. Or to cover redundancies and appropriate closure costs if required. This amount was increase from last year as a thorough review was carried out, and due to increases in costs in all areas, but especially payroll (which increases redundancy amounts), payroll fees, pensions, and rent.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

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

Signed on behalf of the charity's trustees

Signature(s)

Emily Steele

Full name(s)

Emily Steele

Position

Chair

Date

25 June 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Chestnut Playgroup	No (if any) 1090719
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Receipts and payments accounts

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For the period from	Period start date 01/09/2023	To	Period end date 31/08/2024
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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 £
A1 Receipts					
County Council grant	106,137	-	-	106,137	82,058
Fees	21,455	-	-	21,455	21,866
Other grants	4,500	-	-	4,500	3,266
Fundraising	2,184	-	-	2,184	7,268
Bank Interest	463	-	-	463	160
Miscellaneous	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	134,739	-	-	134,739	114,618
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	134,739	-	-	134,739	114,618
A3 Payments					
Staff salaries	101,384	-	-	101,384	90,222
Fundraising, Grants Spent	3,693	-	-	3,693	2,878
Rent	9,720	-	-	9,720	5,048
Payroll bureau & recruitment	1,897	-	-	1,897	2,126
Equipment & stationery	2,847	-	-	2,847	2,785
Snack money	618	-	-	618	474
PLA & insurance	1,169	-	-	1,169	1,133
Training	728	-	-	728	1,007
Telephone	40	-	-	40	10
Other	2,076	-	-	2,076	1,212
Sub total	124,172	-	-	124,172	106,895
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	124,172	-	-	124,172	106,895
Net of receipts/(payments)	10,567	-	-	10,567	7,723
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	72,751	-	-	72,751	65,028
Cash funds this year end	83,318	-	-	83,318	72,751

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 £
B1 Cash funds	Current accounts	47,827	-	-
	Saving accounts	35,234	-	-
	Cash	257	-	-
	Total cash funds	83,318	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Emily Steele	EMILY STEELE	25/06/2025	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Chestnut Playgroup

On accounts for the year
ended

31 August 2024

Charity no
(if any) 1090719

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2024.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

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

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

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

Signed: *Michael Johnston*

Date: 30 June 2025

Name: Michael Johnston

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

ACA, ICAEW

Address:

Linton, Cambridge

Cambridgeshire