



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

**From 01/04/2020
31/03/2021**

**Period start date To
Period end date**

Charity name: Greenfields Childcare

Charity registration number: 1094287

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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.
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	To provide a safe child centered caring environment that is stimulating and challenging. To offer this care in partnership with parents. To offer equality of opportunity to all children and families within our setting.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	As trustees we are confident that we have complied with our duty to have due regard to public benefit guidance published by the commission. All trustees are subject to a lengthy induction which covers all aspects of their responsibilities to the group. This is detailed at length in our 'Trustees Code of Conduct'

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	Due to the current climate we have received much less support from volunteers. Support given has been conducted online.
Other		

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	Greenfields has continued to provide a good quality experience for the children in our care, albeit in very difficult times. Our collaboration with likeminded organisation has been limited by the ongoing pandemic. By continuing to provide effective, affordable childcare, that parents want their children to attend we have enabled Keyworkers to continue with their jobs.

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	
Investment performance against objectives	Para 1.41	
Other		

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Our main sources of income has been somewhat depleted this year and we have been reliant on support from the government to enable us to continue to operate. Our main expenditure, as in previous years, is on salaries for the staff that deliver the EYFS, which enables us to meet the charities objectives.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The current bank balance is approximately equivalent to three months operating costs. Reserves are not kept in a separate account, but are in the main trading account.
Amount of reserves held	Para 1.22	Approximately three months operating costs
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We feel that we have survived the worst of the pandemic and with the continued uptake of spare capacity will ensure that we will be able to continue as a going concern.

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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Pre-School Learning Alliance Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association, but we have trustee and indemnity insurance to help us manage risk. We are aware that we need to address the issue of CIO, which would have been prioritised had it not been for the pandemic.
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	Parents can self-nominate. Applications are discussed at Committee, proposed and seconded.

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	Committee packs are given to all new members and contain all relevant documentation for their position within the group.
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	Ofsted - Governing body PLA - Advisory body Local Council - Advisory body Local school hub - like minded organisations offering similar services.
Other		

Reference and Administrative details

Charity name	Greenfields Childcare
Other name the charity uses	

Registered charity number	1094287
Charity's principal address	Greenfields Family Centre Dalton Green Lane Dalton Huddersfield HD5 9TR

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	Carley Cowburn	Chair		
2	Lesley Stephenson	Treasurer		
3	Vicky Clegg	Secretary		
4	Leanne Barlow			
5	Katie Washington			
6	Kenny Delaney			
7				
8				
9				
10				
11				
12				
13				
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

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

Penny Smith (Childcare 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)

CCowburn

LStephenson

Full name(s)

Carley Cowburn

Lesley Stephenson

Position (eg
Secretary, Chair, etc)

Chair

Treasurer

Date

10/03/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Greenfields Childcare

No (if any)
1094287

Receipts and payments accounts

For the period from	Period start date 4/1/2020	To	Period end date 3/31/2021
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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 £
A1 Receipts				
Childcare Fees	64,315	-	-	64,315
Feeec Funding	115,025	-	-	115,025
Grants	-	17,737	-	17,737
Job Retention Scheme (Wages)	-	59,294	-	59,294
	-	-	-	-
Fundraising/Donations	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	179,340	77,031	-	256,371
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	179,340	77,031	-	256,371
A3 Payments				
Staff Wages	137,694	59,294	-	196,988
Rent	9,608	17,737	-	27,345
Office	2,717	-	-	2,717
Equip/Resources	7,346	-	-	7,346
Cleaning/Maintenance	2,285	-	-	2,285
Food	3,008	-	-	3,008
Insurance/Subs/Fees	4,020	-	-	4,020
Staff/Training/Vol Expenses/DBS	5,165	-	-	5,165
Bank Charges	69	-	-	69
Sub total	171,912	77,031	-	248,943
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	171,912	77,031	-	248,943
Net of receipts/(payments)	7,428	-	-	7,428
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	69,362	-	-	69,362
Cash funds this year end	76,790	-	-	76,790

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Cash at bank	76,767	-
		-	-
		-	-
	Total cash funds	76,767	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-

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

Signature

Print Name

LStephenson

LESLEY STEPHENSON

CC16a

Last year

to the nearest £

121,348
123,995
-
-
543
-
245,886

-
-

245,886

192,631
26,985
2,935
7,969
8,124
6,507
3,542
1,160
60
249,913

-

249,913

-	4,027
	-
	73,389
	69,362



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval

4/20/2021



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Greenfields Childcare

On accounts for the year
ended

31/03/2021

Charity no 1094287
(if any)

Set out on pages

1-3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

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

Signed: L M Sykes

Date: 29/04/2021

Name: Lorraine M Sykes

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

N/A
(Retired community development worker)

Address: 273 Long Lane, Dalton, Huddersfield HD5 9SH

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

Nothing to disclose.

Independent Report

Examiner - Mrs Lorraine Sykes (Retired Church Community Development Worker).

- I have no personal relationships with any of the listed Trustees and no involvement in the administration of the charity.
- I confirm that I am totally independent from the group.
- I am confident that I have sufficient knowledge to carry out the required examination of the group's accounts, even though I do not belong to a listed body.

Greenfields Childcare is a registered charity, with no subsidiaries and does not have company status. From the information provided (charity registration certificate) the charity is deemed suitable for independent examination. The accounts are presented as Receipts and Payments, the correct format for Greenfields Childcare, as there is no additional statement in their constitution requiring them to be prepared as Accruals.

An analytical review of documentation provided was undertaken in April 2021.

All expenditure examined was evidenced by appropriate invoices or receipts.

Cash income is appropriately receipted and recorded against client's individual accounts, using the iConnect Childcare App. An auditable trace is evident through paying in books and bank statements.

Fees paid directly into the bank are married against parents' individual accounts, again using the iConnect Childcare App.

Monthly detailed summaries of all income and expenditure are also available via the Moneysoft Accounting App used by the club.

All selected transactions were supported by appropriate documentation. All bank statements are reconciled against the recorded totals in the App.

All income from grants and fundraising is listed separately in the accounts, stating the purpose for which the money was obtained.

How the ringfenced money was spent is identified separately for future evaluation purposes.

There is very little cash handling, most payments are made on line but where cash/cheques are used as a method of payment the banking is prepared by the Childcare Manager and then checked and banked by the Treasurer.

All online banking transactions are authorised by a second.

There is a robust system in place for collecting outstanding debts. The final stage, if the group are unsuccessful in securing payment, being that the debt is passed to BFL, a registered debt collection agency. A monthly statement of debt collection is provided by the company and the recovered monies are credited to the groups bank account. Recovered monies are then posted to the appropriate accounts.

Signed **L M Sykes**

Date 29/04/2021