

Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	24	09	2021		23	09	2022

Section A

Reference and administration details

Charity name

St Mary's Playgroup

Other names charity is known by

Registered charity number (if any)

1097701

Charity's principal address

Cheltenham Road East

Churchdown

Gloucester

Postcode

GL3 1HU

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	SIOBHAN MCGURK	CHAIRPERSON	27/04/2022	
2	LAURA GUNTER	SECRETARY	27/04/2022	
3	FRANCESCA CIERESZKO-LANE	TREASURER		
4	SHANNON PHILLIPS	FUNDRAISER		
5	BELINDA COUGHLAN	PLAYGROUP COMMITTEE MEMBER		
6	JOANNA HANKA	CHAIRPERSON	FROM: 27/04/2022	
7	SHANNON PHILLIPS	SECRETARY	FROM: 27/04/2022	
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20				

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Safeguarding leader	Ben Newman	

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

Type of governing document (eg. trust deed, constitution)	THE CONSTITUTION OF PATA (PARENT & TODDLER ASSOCIATION), AMENDED 2006
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	PARENTS PUT THEMSELVES FORWARD AT THE AGM HELD IN THE AUTUMN TERM EACH YEAR. THEY ARE THEN APPOINTED AT THE AGM FOLLOWING PARENTS VOTING BY NOMINATING AND SECONDING

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.

CHAIRPERSON, SECRETARY AND TREASURER APPOINTED WITH GENERAL COMMITTEE MEMBERS
MEETINGS HELD EVERY 8 WEEKS
INSURANCE POLICIES UPDATED ANNUALLY.
RISK ASSESMENTS DONE TERMLY
POLICIES AND PROCEDURES REVIEWED ANNUALLY AND AGREED BY COMMITTEE.
EARLY YEARS FOUNDATION STAGE (2012) CURRICULUM FOLLOWED.

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

TO PROVIDE EARLY YEARS EDUCATION AND CARE FOR CHILDREN AGED 2 ½ - 5 YEARS IN THE LOCAL COMMUNITY

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)

PLAYGROUP RUN BY COMMITTEE OF ELECTED PARENTS

EMPLOY A BOOK-KEEPER

CLOSE RELATIONS WITH OFSTED, PATA, GLOUCESTERSHIRE COUNTY COUNCIL, EARLY YEARS TEAM AND ST MARYS CATHOLIC PRIMARY SCHOOL.

ALL TRUSTEES ARE VOLUNTEERS AND COLLECTIVELY RUN THE PLAYGROUP.

FUNDRAISE TO REPLACE AND REPLENISH TOYS AND EQUIPMENT.

CONTINUE TO MAINTAIN RESERVE FUND TO COVER FOR FUTURE PROBLEMS.

Additional details of objectives and activities (Optional information)
Summary of the main achievements of the charity during the year

WE HELD A SUMMER FAYRE AT SCHOOL AND RAISED SOME WELL NEEDED FUNDS TO BUY EQUIPMENT/TOYS FOR PLAYGROUP.

TRAINING FOR ALL STAFF CONTINUES TO BE A HIGH PRIORITY.

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

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

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

WE NORMALLY RUN PLAYGROUP SESSIONS FOR 2-3 YEAR OLDS AND PRE-SCHOOL SESSIONS FOR 3-4 YEAR OLDS. THESE PRE-SCHOOL SESSIONS WERE FUNDED BY THE "FREE FOR THREE AND FOUR" FUNDING FROM GLOUCESTERSHIRE COUNTY COUNCIL.

TRAINING FOR ALL STAFF CONTINUES TO BE A HIGH PRIORITY.

Section E

Financial review

Brief statement of the charity's policy on reserves

WE DO NOT HAVE A RESERVES POLICY HOWEVER OUR AIM IS TO HAVE APPROX £15,000 (BASED ON 3 MONTHS RUNNING COSTS) IN PLACE TO PROTECT OUR TRUSTEES AND IN CASE OF UNEXPECTED CLOSURE, COVER REDUNDANCY COSTS. WE ALLOCATE SOME MONEY FOR TRAINING AND UPDATING OF THE PREMISES AND EQUIPMENT.

Details of any funds materially in deficit

WE ONLY USE A CURRENT ACCOUNT FOR MONEY TO BE HELD. WE HAVE NO SPECIFIC INVESTMENT POWERS AS WE ARE A NON-PROFIT MAKING ORGANISATION. WORKING CAPITAL AND MONIES RAISED BY FUNDRAISING ARE KEPT IN OUR CURRENT ACCOUNT.

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.

WE RECEIVE EARLY YEARS PUPIL PREMIUM PAYMENTS AS WELL AS TERMLY DEPRIVATION PAYMENTS THROUGH THE COUNCIL.

THIS YEAR WE WERE ONLY ABLE TO HOLD A REDUCED CHRISTMAS RAFFLE BUT WAS STILL ABLE TO RAISE SOME MONEY.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
JOANNA MANKA	
CHAIR	

08/02/2023

Charity name:

Charity number:

ST MARY'S PLAYGROUP, CHURCHDOWN

1097701

Receipts and payments accounts for the period

Period start date

01-Sep-21

Period end date.....

31-Aug-22

RECEIPTS AND PAYMENTS

RECEIPTS	Previous year		Current year	
	£	p	£	p
Nursery Education Funding (Free for 3&4)	32,532.58		33,291.89	
Nursery Education Funding (New for 2)	-		-	
Children's fees	7,766.27		7,744.35	
Milk refund	-		-	
Grants (specify)	-		-	
Grant	-		-	
Grant	-		-	
Fundraising	114.50		259.88	
Donations	30.25		32.00	
Interest	-		-	
Other receipts	2,004.88		2,099.54	
Sub total	42,448.48		43,427.66	
Income from the sale of equipment	-		-	
TOTAL RECEIPTS (A)	£42,448.48		£43,427.66	

PAYMENTS	Previous year		Current year	
	£	p	£	p
Employment costs (gross pay + employer's NIC)	41,367.69		44,019.73	
Training costs	265.00		768.00	
Premises (rent, heat etc)	5,500.00		5,650.00	
Subscriptions	206.20		336.16	
Insurance	483.56		548.20	
Administration	1,761.13		2,466.46	
Refreshments	785.76		555.39	
Consumables (paint, paper etc)	82.61		515.84	
Fundraising costs	-		50.00	
Other	2,300.07		2,371.16	
Sub total	52,752.02		57,280.94	
Purchases of of equipment and other assets	0.00		-	
TOTAL PAYMENTS (B)	£52,752.02		£57,280.94	

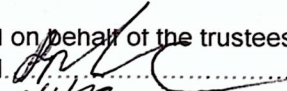
NET OF RECEIPTS AND PAYMENTS (A-B=C)	-£10,303.54	-£13,853.28
Cash funds* incl. deposit a/c last year end (D)	37,734.05	27,430.51
Cash funds* incl. deposit a/c this year end (C+D)	£27,430.51	£13,577.23

STATEMENT OF ASSETS AND LIABILITIES

*Note: cash funds include reserve/contingency/deposit accounts.

		Current value	
		£	p
Cash funds (agree with the balance of the receipts and payments a/c)	(E)	13,577.23	
Debtors (money owed to the charity on the period end date)	(F)	-	
Value of buildings and equipment (current or depreciated value)	(G)	-	
Liabilities (loans and any other money owed on the period end date)	(H)	-	
Net assets (E-F+G-H)		£13,577.23	

Signed on behalf of the trustees (committee):

Signed  Name Francesca Ciereszko-LaneRole TreasurerDate 2/11/23



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
ST. MARYS PLAYGROUP

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1097701

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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:

Victor Beston

Date:

21 October 2022

Name:

VICTOR BESTON

Relevant professional
qualification(s) or body

(if any):

Address:

11 MANDEVILLE CLOSÉ

LONGUEVENS

9 LOUCESIER 912 DEY

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.