

Registered Number 5287024

ROSS PRESCHOOL PLAYGROUP

(COMPANY LIMITED BY GUARANTEE NOT HAVING A SHARE CAPITAL)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST AUGUST 2021

CHARITY NUMBER 1107111

ROSS PRESCHOOL PLAYGROUP

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2021

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Report of the Trustees - For the year ended 31st August 2021

Reference and administrative information

ROSS PRESCHOOL PLAYGROUP LIMITED BY GUARANTEE

Report of the Trustees - For the year ended 31st August 2021

Governing Document

The company was incorporated on November 15th 2004, as a company limited by guarantee and not having a share capital, company registration number 5287024. The company was registered on 02 December 2004 under the Charities Act 1993, charity registration number 1107111 and commenced operations on February 23rd 2005.

The company is limited by a guarantee of £10 from each of the members. The governing document of the charity is the company's Memorandum and Articles of Association. The business of the company is managed by a board of trustees, who are trustees of the charity.

Recruitment and Appointment of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are referred to as Trustees. Under the requirements of the Memorandum and Articles of Association the directors are elected to serve for a period of 3 years after which they must be re-elected at the Annual General Meeting. The board continues to maintain contact with kindred organisations and individuals to ensure the trustees are recruited as necessary to enhance the skills and diversity of the members of the board.

Trustee Induction and Training

Each new trustee receives a copy of the Trustees handbook which contains key documentation and guidance on the roles and responsibilities of trustees and a copy of the Memorandum and Articles of Association, together with the Policies and Procedures booklet. As part of our child safeguarding policy all new trustees are required to complete a check with the Disclosure and Barring Service which is paid for by the group.

Risk Management

The Trustees have carried out a risk assessment which is subject to annual review. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and are subject to regular review. Policies and Procedures are in place as recommended by Ofsted. These are regularly reviewed to ensure they are relevant and workable.

Organisational Structure

The Board of Trustees meets regularly and is responsible for ensuring the Charity has systems of internal control in place across the organisation. The board ensures that there are policies and procedures for Managing Finances, Child Safeguarding, Risk and Employment etc. The trustees review the charity's financial position at every meeting. The Playgroup Leader is responsible for ensuring the charity delivers the specified services and reports to the board of Trustees at every meeting.

Related Parties

The Charity encourages links with other bodies with aims that are complementary to the objects described below. These bodies include local preschools and nurseries, Herefordshire Council, Early Years and Extended Services, Herefordshire Primary Care Trust, Ofsted, Ross on Wye Children's Centre, local primary and secondary schools and Herefordshire Local Education Authority. We are grateful to many of these groups who provide support and guidance.

ROSS PRESCHOOL PLAYGROUP LIMITED BY GUARANTEE

Report of the Trustees - For the year ended 31st August 2021

Objectives and Activities

To promote the advancement of the education of children from two years to school age in any manner this now or hereafter may be deemed by law to be charitable covering the area in and around Ross on Wye and District.

Ross Preschool Playgroup interprets these objects generally as follows:

To provide preschool services for the benefit of all preschool age children from families in the area of Ross on Wye and District. To work closely with the families and agencies as necessary to ensure that the children attending our group receive the services and support to which they are entitled.

The principal activities of the company in the period were to carry out the above objects, working closely with other groups and agencies to ensure that the children receive the support and encouragement they need to fulfil their potential.

Achievements and Performance

During the period covered by this report 33 children attended Playgroup and Preschool sessions for an average of 4 days per week in term time. At the end of summer term 14 children went onto formal education with confidence and a good grounding in social interaction. The Covid 19 pandemic affected the playgroup for the whole of this financial year, the group remained open but less children attended the group during the 2020/21 academic year and there were higher costs in maintaining the cleanliness of the rooms and the safety of the children and staff. During the academic year covered by this report the Playgroup operated under very difficult conditions due to the Coronavirus Pandemic.

Financial Review

The full accounts for the company are included in pages 6 to 10.

During the period the company had an excess of expenditure over income of £28862

The resulting net current reserve at the end of the period was £40905, which is being held in reserve per the company's reserves policy below. The Government NEF continued to be paid and we therefore were able to operate the preschool and pay the staff normally. We had extra expenditure, partly due to the cost of covid related cleaning of the playgroup rooms by staff and safety processes needed due to the Covid 19 pandemic. We spent less on learning aids, IT and books in the period and a previously agreed project to provide a covered outdoor classroom was carried out in this period which added to the level of Expenditure. Reduced fund raising took place during the period resulting in less income.

Reserves Policy

The trustees have established a policy whereby unrestricted funds not otherwise committed would be used to build up a contingency reserve to ensure the continuation of the services provided.

Investment policy

In the event of the Charity being in a position of having funds to invest, the Trustees will investigate the most suitable areas of low risk investment in order to achieve the maximum return to further the objects of the Charity.

Plans for Future periods

The Charity intends to continue with the provision of excellent preschool education for the children of the families of Ross on Wye and District to the highest standard for a very reasonable charge. The Board of Trustees recognise that, whilst Ross Preschool Playgroup is a relatively small entity, the service offered is very much appreciated by the community. We plan to provide additional services such as Holiday Club when the need arises. We have expanded our provision to 6 hrs per day in term time and include more 2 year old vulnerable children who receive 15 hours free childcare as part of a government initiative. The safety of the children in our care is of paramount importance, especially in the current pandemic.

ROSS PRESCHOOL PLAYGROUP LIMITED BY GUARANTEE

Report of the Trustees - For the year ended 31st August 2021

Statement of Trustees Responsibilities

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the Balance Sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue on that basis.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

These accounts have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Trustees and signed on their behalf by

Gwyneth Gill

Gwyneth Gill
Director/Trustee

Date 28th April 2022

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF

ROSS PRESCHOOL PLAYGROUP

ON THE UNAUDITED ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2021

I report on the accounts for the period from September 1st 2020 to August 31st 2021 as set out on pages 6 to 10.

Respective responsibilities of the Trustees and Examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention;

- which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006 and Section 130 of the Charities Act
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met: or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by *Philip Davies*

P. M. Davies
Wellsbrook Barn
Peterstow
Ross on Wye
HR9 6QG

Date 28th April 2022

ROSS PRESCHOOL PLAYGROUP**Statement of Financial Activities****For the year ended 31st August 2021**

	note	General Fund £	2019/20 £
<u>Incoming Resources</u>			
Fees Received		93684	113221
Grants, Donations & Misc Income		7252	38027
Total incoming resources		<u>100936</u>	<u>151248</u>
<u>Resources Expended</u>			
Charitable Expenditure		107937	105358
Management & Administration		21861	16239
Total Resources Expended		<u>129798</u>	<u>121597</u>
Net movement in funds		-28862	29651
Total funds brought forward		69767	40116
Total funds carried forward		<u>40905</u>	<u>69767</u>

ROSS PRESCHOOL PLAYGROUP LIMITED BY GUARANTEE

Balance Sheet as at 31st August 2021

	Note	2020/21 £	£	2019/20 As at 31/08/20
Current Assets				
Cash in Bank & in Hand		47639		70782
Debtors	4	<u>1100</u>		5375
Total assets		48739		76157
Creditors: Amounts falling due within one year	5	<u>7834</u>		6390
Net Current assets			40905	69767
Creditors; Amounts falling due after one year	5	NONE		NONE
Total Net Liabilities			0	<u>0</u>
Total Funds			<u>40905</u>	<u>69767</u>

These financial statements are prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006 and with the Financial Reporting Standard for smaller Entities (effective April 2008).

For the year ending 31st August 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed, the accounts have been examined by an independent examiner whose report appears on page 5.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to and for the preparation of accounts.

Approved by the Directors (Trustees) on and signed on their behalf by

Iris Price

I M Price (Director/Trustee)

28th April 2022

ROSS PRESCHOOL PLAYGROUP

Notes on the Accounts for the year ended 31st August 2021

1 Accounting Policies

The principal accounting policies are summarized below and have been applied consistently throughout the year and in the preceding year.

Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recognised Practice, Accounting and Reporting for Charities (SORP 2005) and the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006.

Incoming Resources

Incoming resources are accounted for in the period in which the charity is entitled to receipt.

Grants and Donations

Grants and Donations of a revenue nature are set against the appropriate expenditure as it arises. There are no grants of a capital nature.

Resources expended

Resources expended are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered. Resources expended are allocated to the particular activity where the cost relates directly to that activity on an accruals basis.

Tangible Fixed Assets.

There are no tangible fixed assets.

2 Legal Status of Charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £10

3 Staff Costs

2020/21 2019/20

Providing Preschool Services

Gross Salaries	105417	101657
Employers National Insurance	255	1259
Employers Pension	2265	2441

There were 9 part time employees during the year, equivalent to 7 full time employees

ROSS PRESCHOOL PLAYGROUP

Notes on the Accounts for the year ended 31st August 2021

	2020/21	2019/20
4 <u>Debtors</u>		
Trade Debtors	1100	5045
Prepayments		330
	<u>1100</u>	<u>5375</u>
5 <u>Creditors; Amounts falling due within a year</u>		
Trade Creditors	7834	6390
6 <u>Analysis of net assets</u>	40905	69767
7 <u>Trustee remuneration and related party transactions</u>		
No member of the board received any trustee remuneration during the period		
No Trustee or any person related to the charity had any personal interest in any transaction or contract entered into by the charity during the period.		
8 <u>Taxation</u>		
As a charity, the Trust is not liable to corporation tax and deferred tax is therefore not relevant.		
9 <u>Investments</u>		
None		

ROSS PRESCHOOL PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED

31ST AUGUST 2021

		2020/21	2019/20
		£	£
<u>Income</u>			
	Fees	93684	113221
	Fundraising	6642	5564
	121 Grants		5852
	Covid small business grant		25000
	Minett & Skyrme grant		200
	Sale of Photographs Profit	570	200
	Misc Donations and Income	35	843
	Bank interest	5	67
	Training Grant		300
		<u>100936</u>	<u>151247</u>
<u>Expenditure</u>			
	Wages	105417	101657
	Employers NI	255	1259
	Rent	8820	6404
	Co Pension	2265	2442
	Insurance	263	448
	Postage and Telephone calls	898	860
	Learning Aids, Books & Stationery	154	1334
	Activity Materials	345	179
	Equipment, Supplies and Maintenance	4773	781
	Cleaning Materials and Hand Towels	1614	1552
	Children's Drinks and Snacks inc. Parties	570	329
	Training	374	91
	Advertising and Promotional Material	0	151
	Information Technology and Computers	918	404
	Subscriptions	608	276
	Sundry Items	134	47
	Bank Charges	103	60
	Outside Storage	1500	1500
	DBS Registrations	411	85
	Waste Bin	376	272
		<u>129798</u>	<u>121596</u>
<u>Surplus/(Deficit)</u>	for the period	<u>(28862)</u>	<u>29651</u>

This page does not form part of the statutory accounts