

Trustees' Annual Report for the period 01 September 2021 to 31 August 2022

Section A Reference and administration details

Charity name:	Fleetville Community Playgroup
Other names charity is known by	Playgroup
Registered Charity Number	1112599
Charity's principal address	Fleetville Community Centre Royal Road St Albans AL1 4LQ
Name of the charity trustees who manage the charity	Jennifer Langstaffe, Chair Julie McKinlay, Secretary Catherine Stemple, Treasurer Debbie Stallan, Acting Playgroup Manager and Leader Caroline Hudd

Section B Structure, governance and management

Description of charity's trusts

Type of governing document	The Playgroup's governing document is the Charity Commission Model constitution adopted by the members of the Pre-school Learning Allowance – 1096526, on 29 February 2016.
How the Charity is constituted	Association consisting of all parents or guardians of children who attend the Playgroup, with a managing committee consisting of a Chair, Secretary and Treasurer, and no less than two nor more than nine other elected members.
Trustee selection methods	Trustees are elected or re-elected annually at the Annual General Meeting, held in November

Additional governance issues (Optional information)

All trustees give their time voluntarily and receive no remuneration or other benefits for their Committee service.

Section C Objectives and activities

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

To advance 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 and by:

(a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;

(b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;

(c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

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 Commission on public benefit)

The Playgroup's main activities in relation to these objectives are to organise and run a community-based preschool for children aged two to four years old, to engage in activities that support the development and education of the children, and to develop more extended relationships between parents, staff and other associates of the Playgroup, keeping in mind the Charity Commission's guidance on public benefit at our committee meetings issued by the Charity.

Additional details of objectives and activities (Optional information)

The Playgroup employs six regular members of staff, including a Leader and Deputy Leader, as well as occasional supply staff. Fundraising and social events are run by parents, staff and other volunteers who generously donate many hours of their time to make these events a success.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Playgroup Highlights

In addition to its regular Monday through Thursday morning sessions, the Playgroup continued to offer extended morning and afternoon sessions to four days a week.

There was a slight dropoff to the uptake in afternoon sessions this year, but Playgroup still ended the year in profit.

Fundraising Highlights

The Playgroup ran another successful raffle in the Spring terms, which raised £380. All the prizes were donated. The Sponsored Jump raised £334 this year, including Gift Aid. Due to the end of Covid restrictions, we were able to hold our annual Elizabeth Arden evening and Quiz Night again this year. The Elizabeth Arden evening raised £776, including a matching grant from Boots. The Quiz is always well attended, as it gives parents and staff an opportunity to socialise. It raised £1,100 this year.

Children's crafts such as Christmas cards and tea towels also contributed to fundraising.

Section E Financial review

Brief statement of the charity's policy on reserves

The Playgroup held cash at bank of £55,522 at the end of the 2021/2022 financial year, of which £25,000 was budgeted to cover to running costs of the Autumn term.

We aim to hold at least one full term's operating expenses in reserves at the end of the year.

Details of any funds materially in deficit

There are no funds materially in deficit.

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 names(s)

Jennifer Langstaffe

Catherine Stemple

Position

Chair

Treasurer

Date

01/05/23

01/05/23

Fleetville Community Playgroup

Statement of Financial Activities for the period 1st September 2021 to 31st August 2022

	£	£	£
	Unrestricted Funds	Restricted Funds	Total
Income			
Fees for Playgroup Services	40,593		40,593
Grants			
Early Years Funding	41,503		41,503
Job Retention Scheme	-		-
Fundraising	4,961		4,961
Donations	644		644
Bank Interest	26		26
Total Income	87,727		87,727
Expenses			
Charitable Activities			
Running and Management of Playgroup			(80,139)
Net Income			7,588

Fleetville Community Playgroup

Statement of Assets and Liabilities as at 31st August 2022

	£	£
Fixed Assets		
		-
Current Assets		
Current Account		2,203
Deposit Account		53,318
Undeposited Funds		-
Petty Cash		106
Total Assets		55,628
Liabilities		
None		-
Total Liabilities		0
Net Assets		55,628

Fleetville Community Playgroup

Treasurer's Report

1. Period under review is the year ended 31st August 2022

2. Summary of Financial results:

Total Income	87,727
Total Expenses	(80,139)
Net Gain (Loss)	7,588

3. Finances are currently sound:

Playgroup finished this year in a strong financial position. Balance at bank as t 31st August 2022 was £2,203, with a reserve (deposit) account balance of £53,318.

Income was higher in the summer term than in past years, due to an increased uptake for afternoon sessions, which had previously only just covered costs due to low numbers.

4. Forthcoming year 2021-22:

Enrollment figures are expected to be better than in past years for morning sessions, and we expect to be nearly full each morning from September, 2022, with additional children set to join in January and after Easter. Uptake of afternoon sessions is lower than last term.

There will be a small increase to our fees from September to reflect increased costs.

The Committee approved an increase to staff salaries as of April 2022, to bring rates of pay in line with other local settings.



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
FLEETVILLE COMMUNITY PLAYGROUP

On accounts for the year
ended

31/08/22

Charity no
(if any)

1112599

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022.

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: Anita Gordon

Date: 25/6/23

Name: ANITA GORDON

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

CHARTERED TAX ADVISER

Address:

89 VICTORIA STREET.

ST. ALBANS. AL1 3XX

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.

There is some uncertainty as to the amounts of fee income from different sources. The total amount of income is correct but the allocation may be different.