

# **Trustees' Annual Report for the period 01 September 2022 to 31 August 2023**

## **Section A Reference and administration details**

Charity name:	<b>Fleetville Community Playgroup</b>
Other names charity is known by	<b>Playgroup</b>
Registered Charity Number	<b>1112599</b>
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, 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**

The Playgroup runs Monday through Thursday morning sessions, as well as a lunch club until 1pm. This means we offer 16 hours of care offered per week over four days.

Due to making a loss, Playgroup no longer offer full afternoon sessions.

#### **Fundraising Highlights**

The Playgroup Quiz evening is always well attended and raised £1,127 this year. A Sponsored Jump raised over £800, including Gift Aid.

A raffle, a hair-braiding event, and 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 £50,389 at the end of the 2022/2023 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**

16/11/23

16/11/23

**Fleetville Community Playgroup**

**Statement of Financial Activities for the period 1st September 2022 to 31st August 2023**

	£	£	£
	Unrestricted Funds	Restricted Funds	Total
<b>Income</b>			
Fees for Playgroup Services	39,237		39,237
Grants			
Early Years Funding	42,650		42,650
Other Grants	-		-
Fundraising	4,141		4,141
Donations	93		93
Bank Interest	500		500
<b>Total Income</b>	<b>86,622</b>		<b>86,622</b>
<b>Expenses</b>			
Charitable Activities			
Running and Management of Playgroup			<b>(91,861)</b>
<b>Net Income</b>			<b>(5,239)</b>

**Fleetville Community Playgroup**

**Statement of Assets and Liabilities as at 31st August 2023**

	£	£
<b>Fixed Assets</b>		
		-
<b>Current Assets</b>		
Current Account		1,004
Deposit Account		49,319
Undeposited Funds		-
Petty Cash		66
<b>Total Assets</b>		<b>50,389</b>
<b>Liabilities</b>		
None		-
<b>Total Liabilities</b>		<b>0</b>
<b>Net Assets</b>		<b>50,389</b>

## Fleetville Community Playgroup

### Treasurer's Report

1. Period under review is the year ended 31st August 2023

2. Summary of Financial results:

Total Income		<b>86,622</b>
Total Expenses		<b>(91,861)</b>
Net Gain (Loss)	-	<b>5,239</b>

3. Finances:

Playgroup made a loss for the year, largely due to declining numbers. Balance at bank as at 31st August 2023 was £1,104, with a reserve (deposit) account balance of £49,319.

Afternoon numbers this year were not sufficient to cover costs, and will be discontinued from September, 2023.

4. Forthcoming year 2023-24:

Enrollment numbers are expected to decline further due to low birth numbers and cost of living increases.

More families are electing to wait until their child becomes eligible for universal 15 hours 'free' childcare, but this level of funding does not cover our costs.



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
FLEETVILLE COMMUNITY PLAYGROUP

On accounts for the year  
ended

31/08/2023

Charity no  
(if any)

112599

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 31/08/2023.

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:

29/5/24

Name:

ANITA GORDON

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

Chartered Institute of Taxation

Address:

89 Victoria Street

5F Albans AL1 3XX

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Section B	Disclosure
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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.

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