



High Cross Playgroup – Trustees Report

Year Ending 31 March 2021

This is the trustees' annual report and audited accounts for the year ending March 2021 and confirm that they comply with the governing document of the charity; the Charities Act 2011 (as amended) and the Statement of Recommended Practice (2005): Accounting and Reporting by Charities.

In compliance with Charity Law in England and Wales, the trustees have the responsibility of ensuring that an annual report and financial statement are prepared in line Accounting Standards Board code of practice. The trustees have instructed in an independent examiner to provide a financial statement. The report aims to provide a fair and accurate view of our charity's state of affairs and the incoming and outgoing finances of the group.

What we do

We are a charity which provides safe, fun filled educational sessional and full-time day care for children aged two-to-five years within our local community. Our objectives are to provide affordable day care in a fair, open and equal opportunity environment, with a view to educating and developing children in readiness for school nursery and reception class at primary school. We also aim to support families in ensuring their children are achieving at their best potential. This is attained by:

- Delivering appropriate play and learning facilities in a holistic caring environment where children can thrive and add to their learning;
- Providing an affordable service to address the specific socio-economical features within our local community;
- Monitoring the development of the children and act on any areas of concerns;
- To create and develop partnerships with parents/carers to provide a full and balanced plan for the children in our care;
- To work in collaboration with other agencies to support the needs of children and families in our group.

Our charity is based in an area with high social deprivation, with many children living in low income families and/or in single parent families. Our community is extremely diverse and some of our clients have English as a second language. We work alongside the local authority and agencies to ensure parents and carers are equipped with all the resources necessary to support their children and their family unit as a whole.

Charity number: 1117901



How we operate

The day-to-day provision of the charity's services is provided by a team of employed staff members who are fully trained in providing day care and delivering holistic pre – school education, using modern and traditional care and educational techniques. The Playgroup is regulated by educational, child and health and safety requirements as set out by Ofsted; our local authority and by national legislation.

Our charity trustees have control and management of the charity's charitable activities. The trustees decide on the manner the charitable funds are used, in order to develop and provide a well-rounded service to members of our local community. In doing so, the trustees have had regard to the Charity Commission's guidance on Public benefit in particular the guidance regarding education and firmly believe our services sit within this aspect. Potential trustees are interviewed and approved by the current trustees after relevant checks with the Disclosure and Barring Service and Ofsted, to establish that the candidates are suitable to be engaged to work with children.

The trustees also work alongside the management committee, who have the delegated responsibility to ensure the setting is meeting their legal duties and obligations, to review and provide updates on the group's standing on a regular basis.

Committee members are elected annually during our AGM meeting, attended by the charity's trustees; management committee staff and clients. Previous members are encouraged to continue their participation by electing to continue in post. Our members and trustees are inducted and made aware of the charitable aims and responsibilities we have to the public in delivering a benefit to them as well as safeguarding children in the care of the setting. New members work alongside existing members and their progress is reviewed to ensure that they are confident in their role. Members are encouraged to lead on projects, deliver meetings to their peers as well as represent the group when conducting fundraising activities.

We aim to encourage a range of individuals to join our committee and trustees and believe it to be beneficial to the charity to have our clients as members. This is because we consider our clients are essential as the members of the public who use our services and who have the most invaluable insight regarding what services they wish to receive. This in turn enables us to grow and progress the charity for the direct benefit of our clients and children who attend the setting.

Our charity is governed by way of constitution which is the governing document of our group. This is also supplemented by internal policies which cover all of our charity's operations.

Financial overview

The group's main source of income is through fees collected from fee paying clients, in conjunction with funding from local government authorities. The group also receives at times, small donations from local businesses and individual donors. Where required the group will also fundraise for specific projects or items.

Charity number: 1117901



The group aims to ensure its financial stability by aiming to grow and maintain a surplus of unrestricted funds of at least six months operating costs. We do not have our funds invested in any long-term investments at present. The basis for this is to ensure that funds are available for the day-to-day operations of the business and if required to cover unexpected and unforeseen circumstances.

In light of the COVID-19 pandemic our client numbers have been significantly reduced and as such have impacted upon the level of the group's reserves. However, it is anticipated once the numbers of our clients return to normal levels the reserves will start to increase.

Volunteers

We believe that the group should not only support the education of the children in their care but we also support and impart our experience in childcare to those training to become childcare providers. We achieve this by having close links with local educational establishments such as colleges and secondary schools, which provide a variety of childcare courses such as NVQ level qualifications. All volunteers are screened and vetted through an enhanced process conducted by the Disclosure and Barring Service and all volunteers are required by their educational provider and ourselves, to provide a copy of their disclosure certificate before being permitted to work at the setting.

Overview of the year

This has been a very challenging and unprecedented year for our setting following the onset of the COVID-19 pandemic which led to a significant impact upon our staff and clients alike. Given the unprecedented and unknown territory faced by us and many across the world we were placed into a situation of uncertainty which required us to respond rapidly to a rapidly changing situation.

We took significant steps to ensure all the relevant guidance and was obtained by the trustees and worked in collaboration to enable the setting to re-open in safe and protected manner. With a number of staff shielding, we were unable initially to re-open as quickly as we anticipated however having worked to achieve a dedicated segregated zone for our setting, we were able to ensure a safe re-opening.

Given many fears within the community it was a challenging period in which we worked support our clients back into education. We worked to allay fears with many families being in the vulnerable category and/or concerns regarding transmission and impact on individuals from ethnic minority backgrounds. We worked hard with our clients and maintained contact with them and their children to provide continued support which led to many returning to the setting.

Naturally, the pandemic put a halt to our regular offsite trips and activities, however, it is anticipated that these will resume in due course once there is more stability surrounding COVID measures and the re-opening of venues.

Charity number: 1117901



Financial report

The financial report for the group has been independently assessed and is submitted following approval on behalf of the trustees. This sets out the financial position of group.

HIGH CROSS PLAYGROUP

FINANCIAL STATEMENT AND TRUSTEES REPORT

FOR TWELVE MONTHS PERIOD ENDED 31 March 2021

CHARITY REGISTERED NO. 1117901

HIGH CROSS PLAYGROUP

ADMINISTRATIVE DETAILS

The trustees present their annual report and financial review for the year ended 31 March 2021. The accounts comply with the statutory requirements of the charity's governing document.

Registered and Postal Address

Colsterworth Road
Tottenham
London
N15 4BN
Tel: 0208 216 9111

Sandria Willocks

Status, governing document and constitution

The Playgroup is constituted as charitable organisation registered with the Charity Commission. It is administered under a constitution, which has been approved by the charity Commission

Charity Registration No: 1117901

Trustees

Janine Stolz
Natalia Willocks-Briscoe

Management Committee

Natalia Willocks-Briscoe
Janine Stolz
Latoya Hall
Donette Watson
Tracy Reid
Nadine Brown

Chairperson
Treasurer
Vice Treasurer
Fundraiser
Vice Fundraiser
Secretary

Bankers

Alliance and Leicester Commercial Bank
BBAM, Bridle Road
Bootle
Merseyside
GIR 0AA

Independent Examiners

Atta & Co.
Chartered Certified Accountants & Registered Auditors
32 Keir Hardie Estate, Springfield.
London E5 9AT

HIGH CROSS PLAYGROUP

Report of the trustees

For the year ended 31 March 2021

The trustees present their report and the financial statements for the year ended 31 March 2021. The trustees who served during the year and up to the date of this report are set out on page 1.

Structure, governance, and management

High Cross Playgroup is a registered charity, registered from 8 February 2007 and the charity registration number is 1117901

Objectives and activities

High Cross Playgroup is a multi-cultural Playgroup which provides sessional day care and pre-school education for children under five years of age within the London Borough of Haringey. We aim:

1. To provide a high quality of childcare in a safe, caring and stimulating environment.
2. To work in partnership with Parents, Carers, Ofsted – Early Years and Haringey Council as part of the Children's programme in planning the care and provision of services to children.
3. To provide an educational and recreational resource for children under five, including those with special needs, and their parents/carers in the interests of social welfare and with the object of improving their conditions of life and giving them experience of and access to a wider environment (through outings etc)
4. To advocate the policy of learning through play and to enable the children to become independent learners through the activities provided, thereby preparing the children for school and everyday life.
5. To promote and encourage an inclusive childcare practise that is implemented throughout the Nursery by parents and staff and is shown in the admissions policy, equal opportunities policy, play equipment, activities organised, food, events and outings etc.
6. To identify and monitor the individual needs of each child and develop appropriate childcare practices according to their needs. This is implemented through the Keyworker system.

Achievements and performance

High Cross Playgroup has approximately 40 children all with their own individual needs and the nursery charitable funds are used to advance the educational, recreational, and cultural opportunities to the children.

Financial review

The attached financial statement shows the current state of finances, which the committee consider to be satisfactory. During the period a loss of £34,575 was made, which reduced the surplus brought forward of £123,793 (see note 9) resulting in a surplus of £89,219 to be carried forward and will fund future developmental activities for the children.

Risk management

The management committee examine the major risks that the nursery faces each financial year when preparing and updating the strategic plan. The charity has developed systems to monitor and control these risks to mitigate any impact that they may have on the nursery in the future.

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Report of the trustees' responsibilities

Charity Law requires the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to: -

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

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board



Natalia Willocks-Briscoe

Date: 29 October 2021

HIGH CROSS PLAYGROUP

Independent Examiner's report to the trustees on the unaudited financial statements of High Cross Playgroup.

I report on the financial statements of High Cross Playgroup for the year ended 31 March 2021 which comprise the Statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and independent examiner

As the charities trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006 does not apply. It is my responsibility to examine the accounts under section 43 of the Act, as amended, to follow procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act as amended, 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 Commissioners. 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:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 41 of the 1993 Act: and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met: or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



F. J. Atta-Dankwa,
Independent examiner

HIGH CROSS PLAYGROUP

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds	2021	2020
		£	£	
<u>Incoming resources</u>				
Voluntary Income	2	52,792	52,792	65,475
Investment income	3	-	-	0
Total incoming resources		<u>52,792</u>	<u>52,792</u>	<u>65,475</u>
<u>Resources expended</u>				
Charitable expenditure:				
Direct charitable expenditure	4	87,366	87,366	97,569
Total resources expended		<u>87,366</u>	<u>87,366</u>	<u>97,569</u>
Net incoming/(outgoing) resources before transfers		(34,574)	(34,574)	(32,094)
Funds balance as at 1 April 2020		<u>123,793</u>	<u>123,793</u>	<u>155,887</u>
Funds balances as at 31 March 2018	10	<u>89,219</u>	<u>89,219</u>	<u>123,793</u>

There were no recognised gains or losses for 2021 or 2020 other than those included in the Statement of the Financial activities


The charity's income and expenditure all relate to continuing operations.

HIGH CROSS PLAYGROUP

BALANCE SHEET AS AT 31 MARCH 2018

			<u>2021</u>	<u>2020</u>
	Notes	£	£	£
Current Assets				
Debtors and prepayments	7			
Cash at bank and in hand		<u>89,719</u>	<u>124,293</u>	
			89,719	124,293
Creditors: amounts falling due within one year				
	8		<u>(500)</u>	<u>(500)</u>
Net current assets			89,219	123,793
Total assets less current liabilities			<u>89,219</u>	<u>123,793</u>
Funds:				
Income funds				
Unrestricted funds:	9		<u>89,219</u>	<u>123,793</u>
			<u>89,219</u>	<u>123,793</u>

The financial statements were approved by the trustees and signed on its behalf by


 Natalia Willocks-
 Briscoe
 Trustee

Date: 29 October 2021

HIGH CROSS PLAYGROUP

Notes to the Financial statements for the year ended 31 March 2021

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice "Accounting and Reporting by Charities issued in March 2005 (SORP 2005) and the Charities Act 2006.

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Income from investments is included in the year in which it is receivable.

1.3 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fund raising purposes including the charity's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

HIGH CROSS PLAYGROUP

	<u>2021</u>	<u>2020</u>
Notes to the Financial statements for the year ended 31 March 2021	£	£
2 Voluntary income		
Fees and Grants Receivable	48,654	51,673
Fees Received	4,138	13,802
Fundraising	0	0
Total	<u><u>52,792</u></u>	<u><u>104,485</u></u>
3 Investment income		
Bank interest receivable	-	-
	<u><u>-</u></u>	<u><u>-</u></u>
4 Expenses in furtherance of Charitable Objects		
Direct Charitable Cost		
Food & Drinks	2,248	5,200
Staff Emolument	75,788	80,139
Training	610	0
Rent	3,125	4,304
Security Check	100	100
Administrative Expenses	959	1,157
Workplace pension		2,497
Subscription and Inspection	50	50
Staff Uniforms	0	0
Printing, Postage and Stationery	1,121	271
Telephone	2,015	1,829
Outing & Fun Day	0	70
Insurance	850	0
Nursery Equipments & Play Material	0	1,452
Bank Charges		-
Professional Fees – Accountancy	500	500
	<u><u>87,366</u></u>	<u><u>97,569</u></u>

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No employee received emolument more than £60,000 either in 2021 or 2020

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Notes to the Financial statements for the year ended 31 March 2021

for the year ended 31 March 2021		<u>2021</u>	<u>2020</u>		
	No of Employees	5	5		
7	Debtors				
	Accruals and Prepayments	-	-		
		-	-		
8	Creditors Payable within 1year				
	Accruals & Deferred Income				
	Other Creditors	500	500		
		500	500		
9	Summary of Funds Movements				
		Balance at 01.04.20	Incoming Resources	Outgoing Resources	Balance at 31.03.21
		£	£	£	£
	General Reserves	123,793	52,792	(87,366)	89,219
	Restricted Reserves				
	Total	123,793	52,792	(87,366)	89,219