

# **High Cross Playgroup – Trustees Report**

## **Year Ending 31 March 2023**

This is the trustees' annual report and audited accounts for the year ending March 2023 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 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. The trustees have had regard to the guidance issued by the Charity Commission on public benefit in preparing this statement in particular the guidance regarding education and firmly believe our services sit within this aspect.

### **Aims and objectives**

We are a charity providing 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 support families in ensuring their children are achieving at their best potential by providing structured and fun learning and where necessary facilitating access to relevant services and organisations to provide wraparound support where additional needs are identified.

### **Structure and Governance**

Our charity is governed by way of constitution which is the governing document of our group and is constituted as an unincorporated association.

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. 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 in collaboration with the staffing team and the management committee who have the delegated responsibility to ensure the setting is meeting their statutory 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.

## **Achievements**

We have had a return to the normal functioning of the setting and have begun to see a slow increase in our numbers following the disruption caused by the COVID-19 Pandemic and the impact this has had on families. The overall numbers of clients remain low when compared to pre-pandemic levels, however, following efforts to promote and increase the visibility of the group locally, we have received growing number of enquiries for spaces in the next academic year (September 2023).

Despite these challenges, we continue to deliver a high standard of services and have supported a number of our students and families in making the successful transition to Primary School. We have taken steps which have enabled our families have a constant environment of structure, stability and reassurance despite the various challenges they have faced in the last 12 months. This has enabled us to see a return of families to our services as a result of our efforts over the course of this year. We are looking to widen our advertising sources to enable a most robust increase in numbers.

## **Financial overview and review**

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.

The group aims to ensure its financial stability by working to grow and maintain a surplus of unrestricted funds of three months operating costs. The COVID-19 pandemic had a significant impact upon reserves and mitigation has been implemented with a view to ensure stability. 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. The group will be exploring new avenues of funding sources and grant donors to increase the current surplus with the aim of securing more than 6 months operating costs within the unrestricted funds. It is anticipated that this will minimise the impact of the financial challenges in the current economic climate and provide greater financial stability to the group. This will also reduce the impact of any potential general economic instability that may arise in future and enable the group to continue to provide a valuable service within the community given the high numbers of other local childcare provisions that were forced to close as a result of the COVID-19 pandemic.

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

## **Declaration**

Signed on behalf of the trustees: N. Willocks-Briscoe

Signed: 

Date: 30 January 2024

# HIGH CROSS PLAYGROUP

FINANCIAL STATEMENT AND TRUSTEES REPORT

FOR TWELVE MONTHS PERIOD ENDED 31 March 2023

CHARITY REGISTERED NO. 1117901



# HIGH CROSS PLAYGROUP

## ADMINISTRATIVE DETAILS

The trustees present their annual report and financial review for the year ended 31 March 2023. 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 2023

The trustees present their report and the financial statements for the year ended 31 March 2023. 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 £921 was made, which reduced the surplus brought forward of £50,699 (see note 9) resulting in a surplus of £49,778 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.

## HIGH CROSS PLAYGROUP

### 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: 02 January 2024



# 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 2023 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.

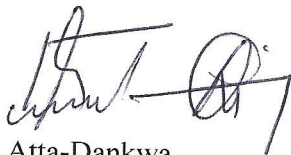
### **Basis of Independent Examiner's report**

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	2023	2022
		£	£	
<b><u>Incoming resources</u></b>				
Voluntary Income	2	79,357	79,357	57,001
Investment income	3	-	-	-
<b>Total incoming resources</b>		<b>79,357</b>	<b>79,357</b>	<b>57,001</b>
<b><u>Resources expended</u></b>				
Charitable expenditure:				
Direct charitable expenditure	4	80,278	80,278	95,521
<b>Total resources expended</b>		<b>80,278</b>	<b>80,278</b>	<b>95,521</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>(921)</b>	<b>(921)</b>	<b>(38,520)</b>
<b>Funds balance as at 1 April 2022</b>		<b>50,699</b>	<b>89,219</b>	<b>89,219</b>
<b>Funds balances as at 31 March 2023</b>	10	<b>49,778</b>	<b>49,778</b>	<b>50,699</b>

There were no recognised gains or losses for 2023 or 2022 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 2023

			<u>2023</u>	<u>2022</u>
	Notes	£	£	£
<b>Current Assets</b>				
Debtors and prepayments	7			
Cash at bank and in hand		<u>50,478</u>	<u>51,199</u>	
			50,478	51,199
<b>Creditors: amounts falling due within one year</b>				
	8		<u>(700)</u>	<u>(500)</u>
<b>Net current assets</b>			49,778	50,699
<b>Total assets less current liabilities</b>			<u>49,778</u>	<u>50,699</u>
<b>Funds:</b>				
<b>Income funds</b>				
Unrestricted funds:	9		<u>49,778</u>	<u>50,699</u>
			<u>49,778</u>	<u>50,699</u>

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

Natalia Willocks-  
Briscoe  
Trustee

 Date: 02 January 2024

# HIGH CROSS PLAYGROUP

## Notes to the Financial statements for the year ended 31 March 2023

### **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 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.

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>2023</u>	<u>2022</u>
	<b>Notes to the Financial statements for the year ended 31 March 2023</b>	<b>£</b>	<b>£</b>
	Voluntary income		
2			
	Fees and Grants Receivable	60973	41,241
	Fees Received	18384	15,760
	Fundraising	0	0
	<b>Total</b>	<b>79,357</b>	<b>57,001</b>
3	<b>Investment income</b>		
	Bank interest receivable	-	-
4	<b>Expenses in furtherance of Charitable Objects</b>		
	<b>Direct Charitable Cost</b>		
	Food & Drinks	3,520	3,332
	Staff Emolument	65,415	76,980
	Training		770
	Rent	2,622	3,347
	Security Check	100	100
	Administrative Expenses	886	3,091
	Workplace pension	2,168	2,271
	Subscription and Inspection	50	50
	Staff Uniforms		0
	Printing, Postage and Stationery	1,459	480
	Telephone	2,234	1,988
	Outing & Fun Day		0
	Insurance	559	1,078
	Nursery Equipments & Play Material	665	1,534
	Bank Charges		-
	Professional Fees – Accountancy	600	500
		<b>80,278</b>	<b>87,366</b>

No employee received emolument more than £60,000 either in 2023 or 2022



# HIGH CROSS PLAYCROUP

## Notes to the Financial statements for the year ended 31 March 2022

Notes to the Financial statements for the year ended 31 March 2022		<u>2023</u>	<u>2022</u>		
	No of Employees	5	5		
7	<b>Debtors</b>				
	Accruals and Prepayments	-	-		
		-	-		
8	<b>Creditors Payable within 1year</b>				
	Accruals & Deferred Income				
	Other Creditors	700	500		
		700	500		
9	<b>Summary of Funds Movements</b>				
		<b>Balance at 01.04.22</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Balance at 31.03.23</b>
		£	£	£	£
	General Reserves	50,699	79,357	(80,278)	49,778
	Restricted Reserves				
	Total	50,699	79,357	(800,278)	49,778