



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	April	2022		31st	March	2023

## Section A Reference and administration details

Charity name

Hanley Swan Pre-School Playgroup

Other names charity is known by

Registered charity number (if any)

1122154

Charity's principal address

Hanley Swan Village Hall

Welland Road

Hanley Swan, Worcestershire

Postcode

WR8 0EQ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Bundy			
2	Valerie Holmes	Chairperson		
3	Stephen Wardle	Treasurer		
4	Stephanie Myers		01/04/22 – 31/07/22	
5	Katherine Webb	Secretary	01/04/22 – 31/07/22	
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Committee
Trustee selection methods (eg. appointed by, elected by)	Appointed by

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

During the year, following a continued review of the PlayGroup's financial performance, the Trustees took the decision to close the Play Group at the end of the summer term. All Play Group activities ceased in July 2022 and all permanent staff were subsequently made redundant

## Section C Objectives and activities

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

The aims of the Pre-school are to enhance 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

<p>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.</p>	
<p>Village Pre-School Playgroup</p> <p>Educate and train children and young people</p>	

**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 issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Provided regular nursery and pre-school education, play and care facilities to a number of children over three terms, including one child who required one-to-one during all of his sessions

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Following on from the decision by the Trustees to cease Trading Activity as at 31<sup>st</sup> July 2022, it is the Charity's wish to redistribute any remaining reserves to similar Charities within the local area.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In May 2022, due to the projected continued loss making of the Charity, the decision was taken by the Trustees to close the pre-school in July 2022

## 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)	V Holmes	S J Wardle
Full name(s)	Valerie Holmes	Stephen Wardle
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	31st July 2023	

**Hanley Swan Pre-School Playgroup****(Charity No. 1122154)****Financial Activities****1st April 2022 - £1st March 2023**

	£
Income	
4000 LEA Funding	25,030.44
4001 Breakfast Club	225.00
4003 Fund Raising	135.00
4004 Unfunded Hours	4,756.00
4005 Sundry Income	579.59
4100 Sale of Sweatshirts/T-Shirts	20.00
<b>Total Income</b>	<b><u>30,746.03</u></b>
Expenditures	
6204 Pre-School Equipment & Toys	306.86
6205 Pre-School Play Materials	32.95
6206 Childrens Uniforms	-13.00
7000 Gross Wages & Employers NI	22,148.60
7007 Employers Pensions (Staff)	319.35
7013 Redundancy Costs	19,349.06
7100 Hall Hire	2,019.50
7101 Hire of School Grounds	645.00
7403 U.K. Entertainment	266.25
7405 Trips/Activities	210.00
7501 Postage and Carriage	30.65
7502 Office Stationery	193.82
7503 Books etc.	32.35
7504 First Aid	28.53
7553 Mobile Charges	10.00
7554 Committee Expenses	3,990.98
7602 Accountancy Fees	2,761.00
7604 Professional Fees	13.00
7606 Software Subscriptions	108.00
7700 Equipment Hire	285.00
7801 Cleaning	41.03
7901 Bank Charges	85.92
8100 Bad Debt Write Off	662.60
8202 Staff Uniform, Sweatshirts & T-shirts	52.20
8203 Training Costs	35.00
8204 Insurance	-185.68
8205 Refreshments	317.99
8250 General Expenses	103.58
<b>Total Expenditures</b>	<b><u>53,850.54</u></b>
	-
<b>Net Income/(Expenditure)</b>	<b><u>23,104.51</u></b>

**Hanley Swan Pre-School Playgroup**

Hanley Swan Village Hall

Welland Road

Hanley Swan

Worcestershire

WR8 0EQ

31<sup>st</sup> August 2023

Dear Sirs

**Ref: Hanley Swan Pre School Accounts ending 31st March 2023**

In accordance to the instructions given to me and any explanations given, I have examined the accounting records for the year ending 31st March 2023 and certify that the accounts represent a true and fair view of the Hanley Swan Pre-School accounts state of affairs at that time