

Rosemary Gardens Playgroup

Trustees' Annual Report for the year ended 31 March 2022

The Board presents its Trustee' s/Directors' Report and audited financial statements for the year ended 31 March 2022.

Reference and Administrative Information

Charity Name: Rosemary Gardens Playgroup

Charity registration number: 1123011

Company registration number: 06076516

OFSTED UNR: EY365176

Registered Office and operational address:

Rosemary Gardens
Southgate Road
London – N1 3JR

Trustees/Directors

Management committee members are Directors of the Company for the purposes of the Companies Act 2011 and Trustees for the purposes of the Charities Act 2011.

The following served as Directors during the year:

Tyler Bowler
Carrie White
Rachel Christine Whitmore

Secretary

Linda Warren

Playgroup Manager

Linda Warren

Independent Examiner

SW&A Accountants Limited
Unit 14 Elgar Business Centre
Moseley Road
Hallow, Worcester
Worcestershire, WR2 6NJ

Bankers — Nat West Bank, Upper Street, Islington, London, N1 0PQ

Rosemary Gardens Playgroup

Trustees Annual Report

Period Ending 31 March 2022

Introduction

Rosemary Gardens Playgroup (The Playgroup) is set in a community park in an inner-city area in close proximity to a large housing estate on the borders of Islington and Hackney.

The Playgroup is open for 38 weeks a year from Monday to Friday during term time. Our opening hours are 8.30 am to 3.30 pm to accommodate parents who have other children at school.

The Playgroup provides funded early education places for children 2-4 years old. The Playgroup has 24 places for 2-4-year-olds, of which 4 places are for 2 year olds (8 part-time equivalents). The Playgroup has children from different social classes and multicultural backgrounds.

All staff at the Playgroup hold an appropriate early years qualification, either level 2 or 3, and the manager has an early years degree.

All staff are engaged in continuous professional training and provide child-centred learning support and work within the framework and standards of the Early Years Foundation Stage.

A good partnership with parents and other professionals helps involve parents in their child/ren's learning. The Playgroup can also access the relevant support to provide good learning and care to the children.

The Playgroup is well set up to accommodate the different needs of the different ages of the children. There are different resources for the 2 year olds, such as quiet areas, learning resources etc.

The Playgroup maintains good relationships and partnerships with parents, which continues to be one of the main strengths of the Playgroup. Before a child is enrolled, parents will visit to look at the setting, fill in an agreement form, and on the first day when a child attends, the parent is required to stay for an hour and then build it up over the course of a week.

Parents are encouraged to give feedback at regular reviews and in the comments book, which the Playgroup would use to improve childcare service.

The Playgroup has a Team Around the Child (TAC) system set up, and the TAC meetings take place every six weeks to review the child's learning and development plan. The TAC involves multi-professionals and parents/grandparents/carers working together to deliver an integrated package of support to meet the needs of children and families, as identified during the assessment process.

Achievements/Visits/Outings

For the Playgroup visits, where possible, the Playgroup avoids using public transport, such as tubes or buses, to protect children from catching infections. The Playgroup were cautious about taking children to places where there were too many people. However, the children visited the local fire station, where they enjoyed seeing how Fire engines operate and how firefighters prepare and get ready to attend an emergency call. Children also enjoyed sitting in the cabin of the fire engine. Children were also given lessons on fire safety and what to do in the event of a fire.

The regular help the gardeners in the park to plant trees, to maintain and tidy the park. Children like to see the trees they plan to grow and regularly monitor their growth. They also like gathering leaves and small twigs, which they use for their creative art classes.

Road safety lessons are also held when children are taken for an outdoor walk. They will be taught about how traffic lights operate, safety when crossing roads, how to use Zebra crossing and Pelican Traffic Lights, and other public and traffic signs.

Before the Christmas closure, the Playgroup held a Sing a Song event with parents and children in the park. All those who attended thoroughly enjoyed singing and taking part in outdoor activities. It was a good event for parents to get together following COVID-19. The Playgroup also took the opportunity to seek parents' suggestions and comments on the running of the Playgroup and what improvement they would like to see in the coming year.

COVID 19

The Playgroup has reviewed how Covid 19 affected them. The Covid period made the staff more aware of the importance of having regular risk assessments, children and staff hygiene procedures, closer liaison with parents/carers, and ensuring PPE items are up to date with sufficient stock at all times. Parents/carers are asked to let the Playgroup know if anyone in their family is infected with any viruses that could be contagious and might pass on to others.

The Playgroup has continued to restrict visitors. The children, on arrival, are still being collected from parents from the front yard, and on leaving the Playgroup, children are taken out to their parents. We have face masks and hand sanitisers for visitors to use when entering the Playgroup. Children are encouraged to wash their hands more frequently.

Special Educational Needs Coordinator (SENCO)

Lesley Brown is the designated SENCO for the Playgroup. She maintains regular contact with the local authority's Early Years SENCO person and attends training sessions and other relevant forums meetings. She will then share the good practices and knowledge learned with other staff of the Playgroup.

As a SENCO, Lesley also liaises closely with parents and professionals when identifying children's needs and planning for intervention and support for a special educational needs child attending the Playgroup.

Links and Partnership

The Playgroup continues its close liaison with the local children's centres and supports families to access services offered by the local children's centres.

The Playgroup network through Bright Start has regular contact with the family support coordinator. The safety coordinator visits the Playgroup and gives talks to parents, advising them on courses they could attend. The coordinator provides support to the families facing other problems such as health, debts, employment etc. and will signpost them to the relevant agency that would provide help and support.

The SENCO lead and the manager will also liaise and collaborate with the Islington Early Years Inclusion Team and the Children in Need Team.

Staff Training and Development

All staff renewed their first aid training. Linda Warren and Cathie Crampton went on the 3 days intense First Aid course (18 June 2021). Lesley Brown and Tina Whitmore went on the 1 day of Paediatric follow-up training (16 June 2021).

Linda Warren and Lesley Brown attended 2 days Designated Safeguard course (14 and 15 September 2021). Cathie Crampton attended the Designated Safeguarding lead role and responsibilities training.

Cathie Crampton and Tina Whitmore attended Safeguarding and Child Protection Refresher training (9 November 2021). Cathie Crampton completed the Level 2 Award in Health and Safety in the workplace for childcare practitioners (21 October 2021)

All staff completed training on Promoting Oral Health (10 November 2021).

All staff attended the Disability Awareness Training (19 January 2022) and Autism Awareness training (9 February 2022).

The Playgroup has a plan for staff training to understand more about Attention Deficit Hyperactivity Disorder (ADHD) and to have a refresher on Makaton which will help staff more on language programme that uses symbols, signs and speech to enable communication.

The Playgroup sees staff training as one of its main priorities to keep a high standard of childcare. The most recent OFSTED Inspection report quoted, *"The manager has taken good steps to address the actions set at the last inspection. She has ensured that all staff have improved their knowledge of child protection, including the wider issues of safeguarding. Recent training has ensured that they are now fully aware of their role and responsibilities as key persons, to support children and families."*

Improvements and Future Plans

The Playgroup has renovated its outdoor area, which was much needed. The area has now been covered with waterproof soft turf, road markings, and bridges for more imaginative play for the children.

We now have more natural lights, which will help to save energy, and we will be using more energy-saving bulbs to help save energy.

The old blower heating system was replaced with a more modern Technotherm safe-to-touch heating solution that is more appropriate to the environment, like nurseries and playgroups. It has improved our environment, and the airflow is better than the old blower heating system. The surface temperature can be manually adjusted to the Playgroup requirements.

Future Plan – The Playgroup hope to have a new roof installed to stop rain leaks. New electric wiring is also planned to bring the electrical to a higher safety standard. The work will be carried out over the next 12-24 months.

Risks Management

There were no significant incidents to report for the period. A robust action plan was devised during COVID-19 and implemented to control the virus in the Playgroup. The Playgroup will work closely regularly to monitor the risks to ensure that no significant viruses will seriously impact the Playgroup's service.

In the last OFSTED Inspection report, it is quoted, *"Safeguarding is effective. The manager and staff have a good understanding of safeguarding and child protection procedures to keep children safe and protect their welfare. All staff assess potential risks in the Playgroup thoroughly and take necessary steps to minimise these."*

Business Continuity Plan (BCP) – this was developed in April 2020 and is regularly reviewed quarterly. The Early Years Team continue to provide support to develop the BCP.

The Trustees have a duty to identify and review the risks to which the Playgroup is exposed to, specifically those related to the operations and finances of the Playgroup. The Trustees confirm that they have established systems to mitigate the significant risks. All Trustees also ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Financial Review and Reserve Policy

SW&A Accountants prepare the Playgroup accounts.

The total revenue for the period ending 31 March 2022 is £87,871 (last period £92,352). This is a decrease of £4,481 if compared to the previous year. The decrease was due to lower occupancy following the national pandemic.

The total expenditure for the period was £72,906, providing a surplus of £14,965 (17.03%).

The surplus has increased the general fund to £74,166 from £60,720 in the previous year.

The Trustees are pleased that there has been an increase in the general fund needed for the Playgroup's development and to cover outgoings when the income is at the lowest level during the autumn term. The Trustees also consider it prudent to have sufficient unrestricted funds to cover at least three months' administration and support costs.


Trustees would like to thank all staff, volunteers, and the Islington Early Years Team.

Our thanks also to parents for their continued support.

Approved by the Trustees and signed on its behalf by:

Carrie White
Trustee

Dated: 18 October 2022


18/10/22

Report of the Directors and Trustees

Unaudited Financial Statements for the Year Ended 31 March 2022

for

Rosemary Gardens Playgroup

Contents of the Financial Statements
for the Year Ended 31 March 2022

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DIRECTORS: MS T Boller
MS C White
R Whitmore

SECRETARY: L Warren

REGISTERED OFFICE: Playgroup House Rosemary Gardens
Southgate Road
London
N1 3JR

COMPANY REGISTERED NUMBER: 06076516 (England and Wales)

CHARITY REGISTERED NUMBER: 1123011 (England and Wales)

ACCOUNTANTS: SW&A Accountants
Unit 14
Elgar Business Centre
Moseley Road
Worcester
Worcestershire
WR2 6NJ

Rosemary Gardens Playgroup

Report of the Directors/Trustees
for the Year Ended 31 March 2022

The directors present their report with the financial statements of the company for the year ended 31 March 2022.

DIRECTORS/TRUSTEES

The directors shown below have held office during the whole of the period from 1 April 2021 to the date of this report.

MS T Boller
MS C White
R Whitmore

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD :

MS C White -



Director/Trustee

18 October 2022

18/10/22

Rosemary Gardens Playgroup

Income Statement
for the Year Ended 31 March 2022

	Notes	<u>31.3.22</u> £	<u>31.3.21</u> £
TURNOVER		87,871	92,352
Cost of sales		<u>2,207</u>	<u>1,457</u>
GROSS SURPLUS		85,664	90,895
Administrative expenses		<u>70,699</u>	<u>65,175</u>
OPERATING SURPLUS and SURPLUS BEFORE TAXATION		14,965	25,720
Tax on surplus		<u>1,519</u>	<u>(43)</u>
SURPLUS FOR THE FINANCIAL YEAR		<u>13,446</u>	<u>25,763</u>

The notes form part of these financial statements

Balance Sheet
31 March 2022

	Notes	31.3.22 £	£	31.3.21 £	£
FIXED ASSETS					
Tangible assets	5		8,223		227
CURRENT ASSETS					
Debtors	6	26,991		16,765	
Cash at bank		<u>41,497</u>		<u>46,914</u>	
		68,488		63,679	
CREDITORS					
Amounts falling due within one year	7	<u>983</u>		<u>3,142</u>	
NET CURRENT ASSETS			<u>67,505</u>		<u>60,537</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			75,728		60,763
PROVISIONS FOR LIABILITIES			<u>1,562</u>		<u>43</u>
NET ASSETS			<u>74,166</u>		<u>60,720</u>
RESERVES					
Income and expenditure account			<u>74,166</u>		<u>60,720</u>
			<u>74,166</u>		<u>60,720</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these financial statements

Balance Sheet - continued
31 March 2022

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Directors and authorised for issue on 18 October 2022 and were signed on its behalf by:

MS C White - Director



18/10/22

The notes form part of these financial statements

1. STATUTORY INFORMATION

Rosemary Gardens Playgroup is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 25% on cost

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 4 (2021 - 4) .

4. OPERATING SURPLUS

The operating surplus is stated after charging:

	<u>31.3.22</u>	<u>31.3.21</u>
	£	£
Depreciation - owned assets	<u>2,304</u>	<u>227</u>

5. TANGIBLE FIXED ASSETS

	Plant and machinery etc £
COST	
At 1 April 2021	
Additions	908
	<u>10,300</u>
At 31 March 2022	<u>11,208</u>
DEPRECIATION	
At 1 April 2021	681
Charge for year	<u>2,304</u>
At 31 March 2022	<u>2,985</u>
NET BOOK VALUE	
At 31 March 2022	<u>8,223</u>
At 31 March 2021	<u>227</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>31.3.22</u>	<u>31.3.21</u>
	£	£
Other debtors	<u>26,991</u>	<u>16,765</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>31.3.22</u>	<u>31.3.21</u>
	£	£
Trade creditors	303	157
Taxation and social security	(135)	479
Other creditors	<u>815</u>	<u>2,507</u>
	<u>983</u>	<u>3,143</u>

Rosemary Gardens Playgroup

Report of the Accountants to the Directors of
Rosemary Gardens Playgroup

I report on the accounts of the charity, which are set out on pages 3 and 4.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. follow the procedures laid down in the general directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
3. state whether any 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 Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

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 386 of the Companies Act 2006 and to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met.

Signed 
Neil Sysum, SW&A Accountants Limited

Dated: 18/10/2022

SW&A Accountants
Unit 14
Elgar Business Centre
Moseley Road
Worcester
Worcestershire
WR2 6NJ

This page does not form part of the statutory financial statements

Rosemary Gardens Playgroup

Detailed Income and Expenditure Account
for the Year Ended 31 March 2022

	31.3.22		31.3.21	
	£	£	£	£
Turnover				
NEG	51,133		-	
Grants	13,000		-	
2 Yr Old	19,625		22,385	
SEN	1,033		69,967	
Other Income	100		-	
Early Years Funding	-		-	
Fees	<u>2,980</u>		<u>-</u>	
		87,871		92,352
Cost of sales				
Purchases	2,207		1,457	
Sub contractors	<u>-</u>		<u>-</u>	
		<u>2,207</u>		<u>1,457</u>
GROSS SURPLUS		85,664		90,895
Expenditure				
Insurance	406		516	
Wages	57,354		54,996	
Pensions	875		2,254	
Courses and Training	695		1,080	
Telephone	989		926	
Post and stationery	342		326	
Advertising	20		215	
Office Expenses	-		-	
Professional Fees	85		85	
Repairs and renewals	4,624		1,002	
Equipment	-		-	
Household and cleaning	582		883	
Bad debts	1,000		-	
Food purchases	-		-	
Sundry expenses	125		391	
Accountancy	1,190		2,191	
Depreciation of tangible fixed assets				
Fixtures and fittings	1,991		-	
Computer equipment	<u>313</u>		<u>227</u>	
		<u>70,591</u>		<u>65,092</u>
		<u>15,073</u>		<u>25,803</u>
Finance costs				
Bank charges		<u>108</u>		<u>83</u>
NET SURPLUS		<u>14,965</u>		<u>25,720</u>

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Rosemary Gardens Playgroup

Detailed Income and Expenditure Account
for the Year Ended 31 March 2022

Details of grant income received:

28/05/2021 Islington Borough Restrictions Grant	£8,000.00
21/06/2021 Islington Borough	£5,000.00

£13,000.00

Report of the Directors and Trustees

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for

Rosemary Gardens Playgroup

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MS C White
R Whitmore

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ON BEHALF OF THE BOARD :

MS C White -



Director/Trustee

18 October 2022

18/10/22

Rosemary Gardens Playgroup

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- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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31 March 2022

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MS C White - Director



18/10/22

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Plant and machinery etc - 25% on cost

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The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 4 (2021 - 4) .

4. OPERATING SURPLUS

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	£	£
Trade creditors	303	157
Taxation and social security	(135)	479
Other creditors	<u>815</u>	<u>2,507</u>
	<u>983</u>	<u>3,143</u>

Rosemary Gardens Playgroup

Report of the Accountants to the Directors of
Rosemary Gardens Playgroup

I report on the accounts of the charity, which are set out on pages 3 and 4.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. follow the procedures laid down in the general directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
3. state whether any 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 Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

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 386 of the Companies Act 2006 and to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met.

Signed 
Neil Sysum, SW&A Accountants Limited

Dated: 18/10/2022

SW&A Accountants
Unit 14
Elgar Business Centre
Moseley Road
Worcester
Worcestershire
WR2 6NJ

This page does not form part of the statutory financial statements

Rosemary Gardens Playgroup

Detailed Income and Expenditure Account
for the Year Ended 31 March 2022

	31.3.22		31.3.21	
	£	£	£	£
Turnover				
NEG	51,133		-	
Grants	13,000		-	
2 Yr Old	19,625		22,385	
SEN	1,033		69,967	
Other Income	100		-	
Early Years Funding	-		-	
Fees	<u>2,980</u>		<u>-</u>	
		87,871		92,352
Cost of sales				
Purchases	2,207		1,457	
Sub contractors	<u>-</u>		<u>-</u>	
		<u>2,207</u>		<u>1,457</u>
GROSS SURPLUS		85,664		90,895
Expenditure				
Insurance	406		516	
Wages	57,354		54,996	
Pensions	875		2,254	
Courses and Training	695		1,080	
Telephone	989		926	
Post and stationery	342		326	
Advertising	20		215	
Office Expenses	-		-	
Professional Fees	85		85	
Repairs and renewals	4,624		1,002	
Equipment	-		-	
Household and cleaning	582		883	
Bad debts	1,000		-	
Food purchases	-		-	
Sundry expenses	125		391	
Accountancy	1,190		2,191	
Depreciation of tangible fixed assets				
Fixtures and fittings	1,991		-	
Computer equipment	<u>313</u>		<u>227</u>	
		<u>70,591</u>		<u>65,092</u>
		<u>15,073</u>		<u>25,803</u>
Finance costs				
Bank charges		<u>108</u>		<u>83</u>
NET SURPLUS		<u>14,965</u>		<u>25,720</u>

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Rosemary Gardens Playgroup

Detailed Income and Expenditure Account
for the Year Ended 31 March 2022

Details of grant income received:

28/05/2021 Islington Borough Restrictions Grant	£8,000.00
21/06/2021 Islington Borough	£5,000.00

£13,000.00