

# MINSTER LOVELL PLAYGROUP

England & Wales · Charity number 1133956

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2010-02-01

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Minster Lovell Playgroup  
St Kenelms School Grounds  
Wenrisc Drive  
Minster Lovell  
Oxfordshire  
OX29 0SP

**Phone** 01993705645

**Email** [VICKIMLPG@TISCALI.CO.UK](mailto:VICKIMLPG@TISCALI.CO.UK)

**Website** [www.minsterlovellplaygroup.co.uk](http://www.minsterlovellplaygroup.co.uk)

## Activities

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**Objects:** 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 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.

**Activities:** Pre-school for 2-5 year olds.

## Classification

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- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Oxfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£73,229	£63,968	-	-
2024-03-31	£68,035	£59,871	-	-
2023-03-31	£54,604	£52,671	-	-
2022-03-31	£42,877	£41,495	-	-
2021-03-31	£44,520	£42,417	-	-

## Trustees

Name	Role	Appointed
<b>Leila Swinford</b>	Chair	2021-09-27
Chelsey Watkins		2023-11-22
Elisa Thompson		2025-05-14
Hannah Leach		2023-11-22
Kerri Wilsdon		2023-11-22

**MINSTER LOVELL PLAYGROUP**

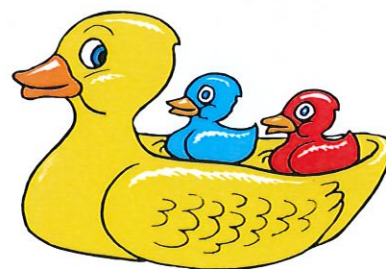
England & Wales - Charity number 1133956

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# Accounts

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***Minster Lovell Playgroup***  
***Financial Accounts***  
***for the Year Ended 31 March 2025***



# Minster Lovell Playgroup

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# Minster Lovell Playgroup

## Trustees' Annual Report

For the period ended

31 March 2025

### Section A - Reference and administration details

Charity Name

Minster Lovell Playgroup

Registered Charity No

1133956

Charity's principal address

St Kenelms School Grounds

Wenrisc Drive

Minster Lovell

Oxon

Postcode

OX29 0SP

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	MRS Hannah Leach	Treasurer	N/A	N/A
2	Chelsey Watkins	Secretary	N/A	N/A
3	Miss Leila Swinford	Chair	N/A	N/A
4	MRS Emma Taylor	Vice Chair	N/A	N/A
5	Kerri Wilsdon-Castle	Non Post Holder	N/A	N/A

### Section B - Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Early Years Alliance

Trustee selection methods

Elected by

### Section C - Objectives and activities

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 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.

### Section D - Achievements and performance

The Playgroup currently operates its services from a Portakabin in St Kenelms School Grounds, Minster Lovell. The portakabin is maintained throughout the year to ensure the Playgroup maximises its useful economic life.

# Minster Lovell Playgroup

## Trustees' Annual Report

Details of Fundraising undertaken during the year can be found in Section 2 of the Notes on Page 6.

### Section E - Financial Review

The Receipts and Payments account for the Year ended 31 March 2025 showed that Minster Lovell Playgroup had an excess of Income over Expenditure on "Normal" activities of £9,261.

Fees have increased by 10.3% in 2025. (2024 fees increased by 21.6% on prior year).

Numbers are consistent for 2025/26.

Overall, Total Funds available at the Year end amount to £53,352, which includes £15,562 held in a Deposit Account.

### 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



Full Name

LEILA SWINFORD

Position

CHAIR

Date

19.01.2026

# Minster Lovell Playgroup

## Independent Examiner's Report

Report to the trustees / members of	Minster Lovell Playgroup
On accounts for the year ended	31 March 2025
Charity No	1133956
Set out on pages	4-7

### 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act), and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes 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 the 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 and "true & 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 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.

Signed  Date 16/01/2025

Name ARABELLA SOUTH ACMA

Relevant professional qualification(s) or body CIMA

Address 3 DRYLANDS ROAD  
MINSTER LOVELL  
OXON OX29 0RH

## Minster Lovell Playgroup

### Receipts and Payments Account for the Year Ended 31 March 2025

	Note	2025		2024	
		£	£	£	£
<b>Income</b>					
<b>Unrestricted Income</b>					
Fees & Vouchers		72,123		65,382	
Gift Aid		0		30	
Fund Raising	2	866		2,495	
Winter Support Grant		15		0	
General Donations		0		0	
Bank Interest		162		128	
Lunch Club Takings		63		0	
		73,229		68,035	
<b>Total Income</b>			<b>73,229</b>		<b>68,035</b>
<b>Unrestricted Expenditure</b>					
Wages and Salaries		45,555		47,672	
Fund Raising Costs	2	0		72	
Playgroup Costs	3	3,290		4,023	
Premises Costs	4	9,506		6,974	
Administration	5	1,834		1,130	
		60,185		59,871	
<b>Total Expenditure</b>			<b>60,185</b>		<b>59,871</b>
Net Excess of Income over Expenditure - Normal Activities			13,044		8,164
Exceptional Items - Sovereign Playground			3,783		0
<b>Overall Net Income over Expenditure</b>			<b>9,261</b>		<b>8,164</b>

## Minster Lovell Playgroup

### Assets & Liabilities at 31 March 2025

	2025		2024	
	£	£	£	£
<b>Current Assets</b>				
Cash at Bank and in Hand		<u>53,352</u>		<u>44,091</u>
<b>Current Liabilities</b>		-		-
<b>Net Assets</b>		<u><u>53,352</u></u>		<u><u>44,091</u></u>
Represented by:				
<b>Capital Account</b>				
Brought Forward		44,091		35,927
Net Surplus for the Year		9,261		8,164
Carried Forward		<u><u>53,352</u></u>		<u><u>44,091</u></u>

# Minster Lovell Playgroup

## Notes to the accounts for the Year Ended 31 March 2025

### 1 Accounting Policies

#### Basis of Preparation

The accounts have been prepared under the historical cost convention, and in accordance with the regulations set out by the Charity Commission. The Income threshold for Minster Lovell Playgroup allows the accounts to be prepared using the Receipts and Payments Accounts basis.

Fees are shown as income when received

Grants are shown when income is received

Equipment used on an ongoing basis is shown as an expense

### 2 Fund Raising

	Income	2025 Expense	Net	2024 Net
	£	£	£	£
Xmas Raffle	102	0	102	144
Coffee Morning	0	0	0	1,277
Sponsored Walk	742	0	742	901
Feel Good Shopping - Fundraising Tokens	22	0	22	45
Lottery	0	0	0	55
Total	<u>866</u>	<u>0</u>	<u>866</u>	<u>2,423</u>

### 3 Playgroup Costs

	2025 £	2024 £
Equipment *	629	2,255
Drinks and Biscuits/Fruit	457	398
Training Courses	205	526
Other (including PLA Insurance) **	1,999	843
Total	<u>3,290</u>	<u>4,023</u>

\* 2024 Figure Included - 25% deposit for Resurfacing Play Area £1254 - this was completed in Summer 2024 Term.

\*\* 2025 figure includes new Laptop £637

## Minster Lovell Playgroup

### Notes to the accounts for the Year Ended 31 March 2025

#### 4 Premises Costs

	2025	2024
	£	£
Heating and Lighting	4,532	3,652
Insurance (Buildings)	611	471
Cleaning & Materials	2,959	1,868
Repairs and Maintenance	1,254	833
Building Lease	150	150
Total	<u>9,506</u>	<u>6,974</u>

#### 5 Administration Costs

	2025	2024
	£	£
Postage, Stationery and Telephone	1,714	1,010
Subscriptions	50	50
Accountancy Fees	70	70
Total	<u>1,834</u>	<u>1,130</u>

**MINSTER LOVELL PLAYGROUP**

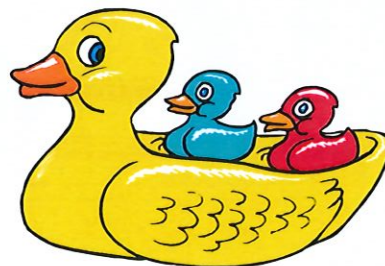
England & Wales - Charity number 1133956

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# Accounts

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***Minster Lovell Playgroup***  
***Financial Accounts***  
***for the Year Ended 31 March 2024***



# Minster Lovell Playgroup

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# Minster Lovell Playgroup

## Trustees' Annual Report

For the period ended

31 March 2024

### Section A - Reference and administration details

Charity Name

Minster Lovell Playgroup

Registered Charity No

1133956

Charity's principal address

St Kenelms School Grounds

Wenrisc Drive

Minster Lovell

Oxon

Postcode

OX29 0SP

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	MISS Arabella Souch ACMA	Treasurer	01/04/23-22/11/23	N/A
2	MISS Sophie Harris	Secretary	01/04/23-22/11/23	N/A
3	MRS Lucy Abraham	Chair	01/04/23-22/11/23	N/A
4	MISS Leila Curtis	Vice Chair	01/04/23-22/11/23	N/A
5	MRS Emma Taylor	Non Post Holder	01/04/23-22/11/23	N/A
6	MRS Chelsea Watkins	Non Post Holder	01/04/23-22/11/23	N/A
7	MRS Hannah Leach	Treasurer	22/11/23-31/03/24	N/A
8	Chelsea Watkins	Secretary	22/11/23-31/03/24	N/A
9	Miss Leila Curtis	Chair	22/11/23-31/03/24	N/A
10	MRS Emma Taylor	Vice Chair	22/11/23-31/03/24	N/A
11	Kerri Wilson-Castle	Non Post Holder	22/11/23-31/03/24	N/A

### Section B - Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Pre-school

Trustee selection methods

Elected by

### Section C - Objectives and activities

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 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.

# Minster Lovell Playgroup

## Trustees' Annual Report

### Section D - Achievements and performance

The Playgroup currently operates its services from a Portakabin in St Kenelms School Grounds, Minster Lovell. The portakabin is maintained throughout the year to ensure the Playgroup maximises its useful economic life.

Details of Fundraising undertaken during the year can be found in Section 2 of the Notes on Page 6.

### Section E - Financial Review

The Receipts and Payments account for the Year ended 31 March 2024 showed that Minster Lovell Playgroup had an excess of Income over Expenditure on "Normal" activities of £8,164.

Fees have increased by 21.6% in 2024. (2023 fees increased by 30.3% on prior year).

Numbers are consistent for 2024/25.

Overall, Total Funds available at the Year end amount to £44,091, which includes £15,400 held in a Deposit Account.

### 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



Full Name

LEILA SWINFORD

Position

CHAIR

Date

10.12.2024

# Minster Lovell Playgroup

## Independent Examiner's Report

Report to the trustees / members of Minster Lovell Playgroup  
On accounts for the year ended 31 March 2024  
Charity No 1133956  
Set out on pages 4-7

### 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act), and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes 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 the 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 and "true & 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 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.

Signed C. Swietalski Date 8 DEC 24

Name CHRISTINE SWIETALSKI

Relevant professional qualification(s) or body FCCA

Address 81 BORWELL MEADON  
WITNEY  
OXON  
OX28 5TG

## Minster Lovell Playgroup

### Receipts and Payments Account for the Year Ended 31 March 2024

	Note	2024		2023	
		£	£	£	£
<b>Income</b>					
<b>Unrestricted Income</b>					
Fees & Vouchers		65,382		53,773	
Gift Aid		30		78	
Fund Raising	2	2,495		615	
General Donations		0		120	
Bank Interest		128		18	
			68,035		54,604
<b>Total Income</b>			<b>68,035</b>		<b>54,604</b>
<b>Unrestricted Expenditure</b>					
Wages and Salaries		47,672		42,251	
Fund Raising Costs	2	72		0	
Playgroup Costs	3	4,023		2,336	
Premises Costs	4	6,974		6,777	
Administration	5	1,130		1,307	
			<u>59,871</u>		<u>52,671</u>
<b>Total Expenditure</b>			<b>59,871</b>		<b>52,671</b>
Net Excess of Income over Expenditure - Normal Activities			<u>8,164</u>		<u>1,933</u>
Exceptional Items			<u>0</u>		<u>0</u>
<b>Overall Net Income over Expenditure</b>			<u><b>8,164</b></u>		<u><b>1,933</b></u>

## Minster Lovell Playgroup

### Assets & Liabilities at 31 March 2024

	2024		2023	
	£	£	£	£
<b>Current Assets</b>				
Cash at Bank and in Hand		<u>44,091</u>		<u>35,927</u>
<b>Current Liabilities</b>		-		-
<b>Net Assets</b>		<u><u>44,091</u></u>		<u><u>35,927</u></u>
Represented by:				
<b>Capital Account</b>				
Brought Forward		35,927		33,994
Net Surplus for the Year		8,164		1,933
Carried Forward		<u><u>44,091</u></u>		<u><u>35,927</u></u>

# Minster Lovell Playgroup

## Notes to the accounts for the Year Ended 31 March 2024

### 1 Accounting Policies

#### Basis of Preparation

The accounts have been prepared under the historical cost convention, and in accordance with the regulations set out by the Charity Commission. The Income threshold for Minster Lovell Playgroup allows the accounts to be prepared using the Receipts and Payments Accounts basis.

Fees are shown as income when received

Grants are shown when income is received

Equipment used on an ongoing basis is shown as an expense

### 2 Fund Raising

	2024			2023
	Income	Expense	Net	Net
	£	£	£	£
Xmas Raffle	144	0	144	141
Coffee Morning	1,341	64	1,277	0
Sponsored Walk	901	0	901	325
Feel Good Shopping - Fundraising Tokens	45	0	45	47
Lottery	64	9	55	102
Total	<u>2,495</u>	<u>72</u>	<u>2,423</u>	<u>615</u>

### 3 Playgroup Costs

	2024	2023
	£	£
Equipment *	2,255	961
Drinks and Biscuits/Fruit	398	362
Training Courses	526	86
Other (including PLA Insurance)	843	927
Total	<u>4,023</u>	<u>2,336</u>

\* Includes - 25% deposit for Resurfacing Play Area £1254 - this was completed in Summer 2024 Term.

## Minster Lovell Playgroup

### Notes to the accounts for the Year Ended 31 March 2024

#### 4 Premises Costs

	2024	2023
	£	£
Heating and Lighting	3,652	2,714
Insurance (Buildings)	471	471
Cleaning & Materials	1,868	2,637
Repairs and Maintenance	833	806
Building Lease	150	150
Total	<u>6,974</u>	<u>6,777</u>

#### 5 Administration Costs

	2024	2023
	£	£
Postage, Stationery and Telephone	1,010	1,187
Subscriptions	50	50
Accountancy Fees	70	70
Total	<u>1,130</u>	<u>1,307</u>

**MINSTER LOVELL PLAYGROUP**

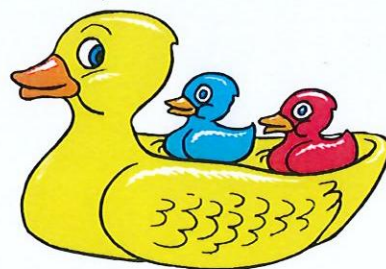
England & Wales - Charity number 1133956

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# Accounts

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***Minster Lovell Playgroup***  
***Financial Accounts***  
***for the Year Ended 31 March 2023***



# Minster Lovell Playgroup

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# Minster Lovell Playgroup

## Trustees' Annual Report

For the period ended

31 March 2023

### Section A - Reference and administration details

Charity Name

Minster Lovell Playgroup

Registered Charity No

1133956

Charity's principal address

St Kenelms School Grounds  
Wenrisc Drive  
Minster Lovell  
Oxon      Postcode      OX29 0SP

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	MISS Arabella Souch ACMA	Treasurer	N/A	N/A
2	MISS Sophie Harris	Secretary	N/A	N/A
3	MRS Lucy Abraham	Chair	N/A	N/A
4	MRS Leila Fisher	Vice Chair	N/A	N/A
5	MRS Emma Taylor	Non Post Holder	N/A	N/A
6	MRS Chelsea Watkins	Non Post Holder	07/11/2022	N/A

### Section B - Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Pre-school

Trustee selection methods

Elected by

### Section C - Objectives and activities

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
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### Section D - Achievements and performance

The Playgroup currently operates its services from a Portakabin in St Kenelms School Grounds, Minster Lovell. The portakabin is maintained throughout the year to ensure the Playgroup maximises its useful economic life.

# Minster Lovell Playgroup

## Trustees' Annual Report

Details of Fundraising undertaken during the year can be found in Section 2 of the Notes on Page 6.

### Section E - Financial Review

The Receipts and Payments account for the Year ended 31 March 2023 showed that Minster Lovell Playgroup had an excess of Income over Expenditure on "Normal" activities of £1,933.

Fees have increased by 30.3% in 2023. This increase is up on 2022 (where fees decreased by 4.9%).

Numbers are continuing to increase for 2023/24.

Overall, Total Funds available at the Year end amount to £35,927, which includes £15,272 held in a Deposit Account.

### 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



Full Name

ARABELLA SOUCH ACMA

Position

TREASURER

Date

18/10/23

# Minster Lovell Playgroup

## Independent Examiner's Report

Report to the trustees / members of	Minster Lovell Playgroup
On accounts for the year ended	31 March 2023
Charity No	1133956
Set out on pages	4-7

### 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act), and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

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### Independent examiner's statement

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- (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.

Signed Christine Swietalski Date 18/10/23

Name CHRISTINE SWIETALSKI

Relevant professional qualification(s) or body FCCA

Address 89 BURWELL MEADOW  
WITNEY  
OXON  
OX28 5TG

## Minster Lovell Playgroup

### Receipts and Payments Account for the Year Ended 31 March 2023

	Note	2023		2022	
		£	£	£	£
<b>Income</b>					
<b>Unrestricted Income</b>					
Fees & Vouchers		53,773		41,271	
Gift Aid		78		0	
Fund Raising	2	615		1,441	
Winter Support Grant		0		30	
General Donations		120		0	
Bank Interest		18		2	
Lunch Club Takings		0		133	
		54,604		42,877	
<b>Total Income</b>			<b>54,604</b>		<b>42,877</b>
<b>Unrestricted Expenditure</b>					
Wages and Salaries		42,251		33,755	
Fund Raising Costs	2	0		16	
Playgroup Costs	3	2,336		2,521	
Premises Costs	4	6,777		4,002	
Administration	5	1,307		1,201	
			<b>52,671</b>		<b>41,495</b>
<b>Total Expenditure</b>			<b>52,671</b>		<b>41,495</b>
Net Excess of Income over Expenditure - Normal Activities			1,933		1,382
Exceptional Items			0		0
<b>Overall Net Income over Expenditure</b>			<b>1,933</b>		<b>1,382</b>

## Minster Lovell Playgroup

### Assets & Liabilities at 31 March 2023

	2023		2022	
	£	£	£	£
<b>Current Assets</b>				
Cash at Bank and in Hand		<u>35,927</u>		<u>33,994</u>
<b>Current Liabilities</b>		-		-
<b>Net Assets</b>		<u><u>35,927</u></u>		<u><u>33,994</u></u>
Represented by:				
<b>Capital Account</b>				
Brought Forward		33,994		32,612
Net Surplus for the Year		1,933		1,382
Carried Forward		<u><u>35,927</u></u>		<u><u>33,994</u></u>

# Minster Lovell Playgroup

Notes to the accounts for the Year Ended 31 March 2023

## 1 Accounting Policies

### Basis of Preparation

The accounts have been prepared under the historical cost convention, and in accordance with the regulations set out by the Charity Commission. The Income threshold for Minster Lovell Playgroup allows the accounts to be prepared using the Receipts and Payments Accounts basis.

Fees are shown as income when received

Grants are shown when income is received

Equipment used on an ongoing basis is shown as an expense

## 2 Fund Raising

	2023			2022
	Income	Expense	Net	Net
	£	£	£	£
Xmas Raffle	141	0	141	23
Coffee Morning	0	0	0	653
Sale of Clothes	0	0	0	14
Scholastic	0	0	0	10
Quizzes	0	0	0	53
Sponsored Walk	325	0	325	619
Feel Good Shopping - Fundraisir	47	0	47	16
Lottery	102	0	102	53
Total	<u>615</u>	<u>0</u>	<u>615</u>	<u>1,425</u>

## 3 Playgroup Costs

	2023	2022
	£	£
Equipment	961	972
Drinks and Biscuits/Fruit	362	307
Training Courses	86	249
Other (including PLA Insurance)	927	993
Total	<u>2,336</u>	<u>2,521</u>

## Minster Lovell Playgroup

Notes to the accounts for the Year Ended 31 March 2023

### 4 Premises Costs

	2023	2022
	£	£
Heating and Lighting	2,714	780
Insurance (Buildings)	471	471
Cleaning & Materials	2,637	1,660
Repairs and Maintenance	806	941
Building Lease	150	150
Total	<u>6,777</u>	<u>4,002</u>

### 5 Administration Costs

	2023	2022
	£	£
Postage, Stationery and Telephone	1,187	1,081
Subscriptions	50	50
Accountancy Fees	70	70
Total	<u>1,307</u>	<u>1,201</u>

**MINSTER LOVELL PLAYGROUP**

England & Wales - Charity number 1133956

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# Accounts

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***Minster Lovell Playgroup***  
***Financial Accounts***  
***for the Year Ended 31 March 2022***



# Minster Lovell Playgroup

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# Minster Lovell Playgroup

## Trustees' Annual Report

For the period ended

31 March 2022

### Section A - Reference and administration details

Charity Name

Minster Lovell Playgroup

Registered Charity No

1133956

Charity's principal address

St Kenelms School Grounds

Wenrisc Drive

Minster Lovell

Oxon

Postcode

OX29 0SP

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	MISS Arabella Souch ACMA	Treasurer	N/A	N/A
2	MISS Sophie Harris	Secretary	27/09/2021	N/A
3	MRS Lucy Abraham	Chair	N/A	N/A
4	MRS Leila Fisher	Vice Chair	27/09/2021	N/A
5	MRS Emma Taylor	Non Post Holder	27/09/2021	N/A

### Section B - Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Pre-school

Trustee selection methods

Elected by

### Section C - Objectives and activities

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 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.

### Section D - Achievements and performance

The Playgroup currently operates its services from a Portakabin in St Kenelms School Grounds, Minster Lovell. The portakabin is maintained throughout the year to ensure the Playgroup maximises its useful economic life.

Details of Fundraising undertaken during the year can be found in Section 2 of the Notes on Page 6.

# Minster Lovell Playgroup

## Trustees' Annual Report

### Section E - Financial Review

The Receipts and Payments account for the Year ended 31 March 2022 showed that Minster Lovell Playgroup had an excess of Income over Expenditure on "Normal" activities of £1,382.

Fees have decreased by 4.9% in 2022. This decrease is down on 2021 (where fees decreased by 18.7%).

Numbers are continuing to increase for 2022/23.

Overall, Total Funds available at the Year end amount to £33,994, which includes £15,253 held in a Deposit Account. Due to some restrictions being lifted for Covid, Fundraising did increase for 2021/22, with the Coffee Morning held in November 2021 raising a successful £653 and the Sponsored Walk in the Summer raising £619.

### Section F - Other optional information

After a review of the electricity account by SSE Energy Solutions (previously named Southern Electric), the account was found to be in arrears by £739.47 as at 28th March 2022

The arrears was paid in June 2022, and the monthly direct debit has increased to £163.00. This will be reflected in the 2023 Accounts.

### Section G - Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature



Full Name

ARABELLA SOUTH ACHA

Position

TREASURER

Date

15-11-2022

# Minster Lovell Playgroup

## Independent Examiner's Report

Report to the trustees / members of Minster Lovell Playgroup

On accounts for the year ended 31 March 2022

Charity No 1133956

Set out on pages 4-7

### 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act), and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes 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 the 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 and "true & 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 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.

Signed C. Swietalski Date 15 NOV 22

Name CHRISTINE SWIETALSKI

Relevant professional qualification(s) or body FCCA .

Address 89 BURWELL MEADOW  
WITNEY  
OXON OX28 5JG

## Minster Lovell Playgroup

### Receipts and Payments Account for the Year Ended 31 March 2022

	Note	2022		2021	
		£	£	£	£
<b>Income</b>					
<b>Unrestricted Income</b>					
Fees & Vouchers		41,271		43,404	
Gift Aid		0		0	
Milk Receipts		0		13	
Fund Raising	2	1,441		593	
Donation from Vistry Homes		0		500	
Winter Support Grant		30		0	
Sweatshirt Sales		0		9	
Bank Interest		2		1	
Lunch Club Takings		133		0	
		42,877		44,520	
<b>Total Income</b>			<b>42,877</b>		<b>44,520</b>
<b>Unrestricted Expenditure</b>					
Wages and Salaries		33,755		32,290	
Fund Raising Costs	2	16		0	
Playgroup Costs	3	2,521		2,714	
Premises Costs	4	4,002		3,680	
Administration	5	1,201		1,212	
		41,495		39,896	
<b>Total Expenditure</b>			<b>41,495</b>		<b>39,896</b>
Net Excess of Income over Expenditure - Normal Activities			1,382		4,624
Exceptional Items - (2021 - White Board)			0		2,521
<b>Overall Net Income over Expenditure</b>			<b>1,382</b>		<b>2,103</b>

## Minster Lovell Playgroup

### Assets & Liabilities at 31 March 2022

	2022		2021	
	£	£	£	£
<b>Current Assets</b>				
Cash at Bank and in Hand		<u>33,994</u>		<u>32,612</u>
<b>Current Liabilities</b>		-		-
<b>Net Assets</b>		<u><u>33,994</u></u>		<u><u>32,612</u></u>
Represented by:				
<b>Capital Account</b>				
Brought Forward		32,612		30,509
Net Surplus for the Year		1,382		2,103
Carried Forward		<u><u>33,994</u></u>		<u><u>32,612</u></u>

# Minster Lovell Playgroup

Notes to the accounts for the Year Ended 31 March 2022

## 1 Accounting Policies

### Basis of Preparation

The accounts have been prepared under the historical cost convention, and in accordance with the regulations set out by the Charity Commission. The Income threshold for Minster Lovell Playgroup allows the accounts to be prepared using the Receipts and Payments Accounts basis.

Fees are shown as income when received

Grants are shown when income is received

Equipment used on an ongoing basis is shown as an expense

## 2 Fund Raising

	2022			2021
	Income	Expense	Net	Net
	£	£	£	£
Xmas Raffle	23	0	23	0
Coffee Morning	653	0	653	0
Sale of Clothes	14	0	14	0
Scholastic	10	10	0	0
Quizzes	53	0	53	306
Sponsored Walk	619	0	619	0
Mask Sales	0	0	0	272
Feel Good Shopping - Fundraisir	16	0	16	0
Lottery	53	6	47	15
Total	<u>1,441</u>	<u>16</u>	<u>1,425</u>	<u>593</u>

## 3 Playgroup Costs

	2022	2021
	£	£
Equipment	972	1,292
Drinks and Biscuits/Fruit	307	143
Outings	0	0
Training Courses	249	372
Other (including PLA Insurance)	993	907
Total	<u>2,521</u>	<u>2,714</u>

## Minster Lovell Playgroup

Notes to the accounts for the Year Ended 31 March 2022

### 4 Premises Costs

	2022	2021
	£	£
Heating and Lighting	780	780
Insurance (Buildings)	471	471
Cleaning & Materials	1,660	1,829
Repairs and Maintenance	941	450
Building Lease	150	150
Total	<u>4,002</u>	<u>3,680</u>

### 5 Administration Costs

	2022	2021
	£	£
Postage, Stationery and Telephone	1,081	1,092
Subscriptions	50	50
Accountancy Fees	70	70
Total	<u>1,201</u>	<u>1,212</u>

**MINSTER LOVELL PLAYGROUP**

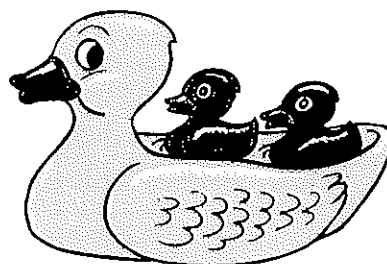
England & Wales - Charity number 1133956

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# Accounts

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**Minster Lovell Playgroup**  
**Financial Accounts**  
**for the Year Ended 31 March 2021**



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# Minster Lovell Playgroup

## Trustees' Annual Report

For the period ended

31 March 2021

### Section A - Reference and administration details

Charity Name

Minster Lovell Playgroup

Registered Charity No

1133956

Charity's principal address

St Kenelms School Grounds

Wenrisc Drive

Minster Lovell

Oxon

Postcode

OX29 0SP

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	MISS Arabella Souch ACMA	Treasurer	N/A	N/A
2	MRS Annie Lissington	Secretary	N/A	N/A
3	MRS Lucy Abraham	Chair	N/A	N/A
4	MRS Sally Barlow	Vice Chair	N/A	N/A
5	MISS Sophie Harris	Non Post Holder	N/A	N/A
6	MRS Leila Fisher	Non Post Holder	N/A	N/A

### Section B - Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Pre-school

Trustee selection methods

Elected by

### Section C - Objectives and activities

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:

- 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
- 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
- instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

### Section D - Achievements and performance

The Playgroup currently operates its services from a Portakabin in St Kenelms School Grounds, Minster Lovell. The portakabin is maintained throughout the year to ensure the Playgroup maximises its useful economic life.

# Minster Lovell Playgroup

## Trustees' Annual Report

Details of Fundraising undertaken during the year can be found in Section 2 of the Notes on Page 6.

### Section E - Financial Review

The Receipts and Payments account for the Year ended 31 March 2021 showed that Minster Lovell Playgroup had an excess of Income over Expenditure of £2,103. This includes the new White Board, which amounted to £2,521 for the year.

The Playgroup showed an Excess of Income over Expenditure on "Normal" activities of £4,624.

Fees have decreased by 18.7% in 2021. This is due to much lower numbers as a result of Covid. OCC did fund us based on 2019 children numbers which has helped boost our Income for 2020/2021. Numbers are starting to increase for 2021/22.

Overall, Total Funds available at the Year end amount to £32,612.

Due to Covid, Fundraising was minimal for 2020/21. We are hoping that with the Restrictions lifting, we will be able to continue to raise money for equipment and other activities for the benefit of the current and future Playgroup children.

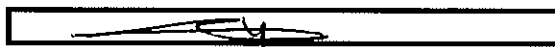
### Section F - Other optional information

### Section G - Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature



Full Name

ARABELLA SOUCH

Position

TREASURER

Date

15/09/21

# Minster Lovell Playgroup

## Independent Examiner's Report

Report to the trustees / members of Minster Lovell Playgroup

On accounts for the year ended 31 March 2021

Charity No 1133956

Set out on pages 4-7

### 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act), and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes 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 the 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 & 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 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.

Signed *C. Swietalski* Date 15 SEP 21

Name CHRISTINE SWIETALSKI

Relevant professional qualification(s) or body FCCA

Address 84 BURWELL MEADOW  
WILTNEY  
OXON OX28 5JG.

## Minster Lovell Playgroup

### Receipts and Payments Account for the Year Ended 31 March 2021

	Note	2021		2020	
		£	£	£	£
<b>Income</b>					
<b>Unrestricted Income</b>					
Fees & Vouchers		43,404		53,418	
Gift Aid		0		128	
Milk Receipts		13		43	
Fund Raising	2	593		1,979	
Donation from Vistry Homes		500		0	
Sweatshirt Sales		9		0	
Bank Interest		1		1	
Lunch Club Takings		0		528	
		44,520		56,097	
<b>Total Income</b>			<b>44,520</b>		<b>56,097</b>
<b>Unrestricted Expenditure</b>					
Wages and Salaries		32,290		35,947	
Fund Raising Costs	2	0		456	
Playgroup Costs	3	2,714		2,631	
Premises Costs	4	3,680		4,328	
Administration	5	1,212		952	
		39,896		44,314	
<b>Total Expenditure</b>			<b>39,896</b>		<b>44,314</b>
Net Excess of Income over Expenditure - Normal Activities			4,624		11,783
Exceptional Items - White Board (2020 - New Fence)			2,521		3,292
<b>Overall Net Income over Expenditure</b>			<b>2,103</b>		<b>8,491</b>

## Minster Lovell Playgroup

### Assets & Liabilities at 31 March 2021

	2021		2020	
	£	£	£	£
<b>Current Assets</b>				
Cash at Bank and in Hand		<u>32,612</u>		<u>30,509</u>
<b>Current Liabilities</b>		-		-
<b>Net Assets</b>		<u><u>32,612</u></u>		<u><u>30,509</u></u>
Represented by:				
<b>Capital Account</b>				
Brought Forward		30,509		22,018
Net Surplus for the Year		2,103		8,491
Carried Forward		<u><u>32,612</u></u>		<u><u>30,509</u></u>

# Minster Lovell Playgroup

Notes to the accounts for the Year Ended 31 March 2021

## 1 Accounting Policies

### Basis of Preparation

The accounts have been prepared under the historical cost convention, and in accordance with the regulations set out by the Charity Commission. The Income threshold for Minster Lovell Playgroup allows the accounts to be prepared using the Receipts and Payments Accounts basis.

Fees are shown as income when received

Grants are shown when income is received

Equipment used on an ongoing basis is shown as an expense

## 2 Fund Raising

	Income	2021 Expense	Net	2020 Net
	£	£	£	£
Bingo	0	0	0	764
Xmas Raffle	0	0	0	126
Quizzes	306	0	306	0
Mask Sales (Donated by M Hill)	272	0	272	0
Lottery's	15	0	15	198
Photo's	0	0	0	63
Scholastic	0	0	0	3
Scout / Walk	0	0	0	369
Total	593	0	593	1,523

## 3 Playgroup Costs

	2021 £	2020 £
Equipment	1,292	830
Drinks and Biscuits/Fruit	143	497
Outings	0	97
Training Courses	372	100
Other (including PLA Insurance)	907	1,107
Total	2,714	2,631

## Minster Lovell Playgroup

### Notes to the accounts for the Year Ended 31 March 2021

#### 4 Premises Costs

	2021	2020
	£	£
Heating and Lighting	780	780
Insurance (Buildings)	471	471
Cleaning & Materials	1,829	2,324
Repairs and Maintenance	450	603
Building Lease	150	150
Total	<u>3,680</u>	<u>4,328</u>

#### 5 Administration Costs

	2021	2020
	£	£
Postage, Stationery and Telephone	1,092	832
Subscriptions	50	50
Accountancy Fees	70	70
Total	<u>1,212</u>	<u>952</u>