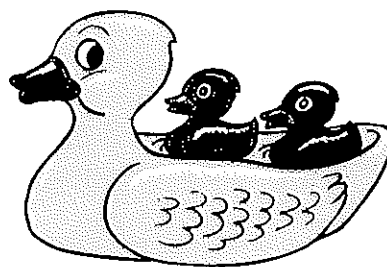


***Minster Lovell Playgroup***  
***Financial Accounts***  
***for the Year Ended 31 March 2021***



# **Minster Lovell Playgroup**

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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:

- (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 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.

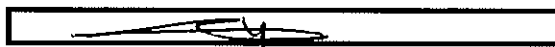
#### Section F - Other optional information

#### 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>					
Unrestricted Income					
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>
Unrestricted Expenditure					
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			<u>4,624</u>		<u>11,783</u>
Exceptional Items - White Board (2020 - New Fence)			<u>2,521</u>		<u>3,292</u>
<b>Overall Net Income over Expenditure</b>			<u><b>2,103</b></u>		<u><b>8,491</b></u>

# 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
Scoot / 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>