



Trustees' Annual Report

For the 1st April 2024 to 31st March 2025

Section A Reference and administration details

Charity name Parkview Community Playgroup

Registered charity number 1153914

Charity's principal address

Hiltingbury Community Centre (The Hilt)
Hiltingbury Road
ChandlersFord
Eastleigh
SO53 5NP

Names of the charity trustees who manage the charity

Trustee name and office

Sabrina Gardner- Chair	Jan 2023-Current
Scarlett Smyth-Vice Chair	Jan 2023-Current
Patrick Lincoln -Treasurer	Jan 2024-current
Celtie Lincoln- Secretary	Jan 2023-Current

Section B Structure, governance and management

Type of governing documentation Constitution (Charity Commission CIO September 2013)

How the charity is constituted Charitable Incorporated Organisation

Trustee selection method Responsibility for the selection of new Trustees rests with the existing trustees. They must oversee the management of an open and efficient process and always act in the best interests of the charity.

The trustees are elected from the parents of the children attending the setting. Ideally those elected have suitable experience for the role. If this is not possible the outgoing trustees will ensure suitable training and supervision is given in the handover. All current trustees have completed the courses on the free training website run through Pre School Alliance called Educare. These include such courses as Safeguarding and the Role of the Trustees.

Section C Objectives and activities

Summary of the objectives of the charity set out in the constitution:

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) Instigation and adhering to and furthering the aims and objects of the Pre-School Learning Alliance.

Summary of the main activities undertaken for the public benefit in relation to these objectives

Provided a safe, secure, happy and stimulating environment for the preschool age children to learn and develop through play.

This was within the EYFS framework with learning through games and play, covering the following topics: communication and language, physical development, personal, social and emotional development, literacy, mathematics, understanding the world, expressive arts and design.

Children of school age were prepared by visits to the local schools, picnics and topic subjects included within the session.

Under Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008, the trustees are aware of the commission's public benefit guidance. At the annual planning meeting the occupancy levels were increased and the hourly rate set at a level to ensure that the playgroup was more accessible but still within staff to child ratios.

Section D Achievements and Performance

Summary of the main achievements of the charity during the year

Staff and committee work together closely to ensure all government guidelines are adhered to.

The Playgroup is now operating at near full capacity and the setting is open Monday – Friday 9am – 3pm term time. Parkview playgroup benefits from the experience of long serving staff and the

introduction of new member whilst continuing to study courses and improving their skills to hold higher levels and up to date certificates.

The Charity is considered to be financially stable.

Our main income is from fees however the introduction of voluntary consumable contribution has helped massively. We have done some smaller fundraising this year and our families have been very supportive.

Many of our children started school in September and they left playgroup as happy, confident and sociable children who are a credit to the dedicated team of staff and ethos of Parkview. There have been no complaints or incidents that require a report to Ofsted.

Section E Financial Review

The majority of funds come from Hampshire County Council (£ 7.81 for 2 years and £5.61 for 3 – 4 year olds) under the government funding scheme, with the remainder from parents (£8 for 2-year-olds and £6 for 3 – 4-year-olds). We also have a voluntary daily contribution of £2 to help cover consumables. This is made clear to families it is optional and we have introduced paperwork to read and sign to confirm it is not obligatory. Most families are happy to pay this amount added to their invoicing.

Reserves are held to help the setting operate effectively. Trustees keep the reserves policy and the level of reserves held under review, but Parkview aims to hold cash reserves equivalent to 3 months' worth of operating costs. Trustees monitor the level of reserves monthly. In this way trustees will be aware of the build-up of excess reserves or of reserves being unexpectedly or rapidly depleted.

Having set the reserves level or range in which it is desirable to operate, trustees monitor the reserves actually held to establish the reason for any significant difference with the target level set. If reserves during the year are below target or exceed target, the trustees consider whether this is due to a short-term situation or a longer-term issue. Action may then be needed to replenish or spend reserves.

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

Signed on behalf of the charity's trustees:

Full name: Sabrina Gardner

Position: Chair

Date: 5/1/26

Signature:



Full name: Scarlett Smyth

Position: Vice Chair

Date: 5/1/26

Signature:





CHARITY COMMISSION
FOR ENGLAND AND WALES

Parkview Community Playgroup

1153914

Receipts and payments accounts

CC16a

For the period
from

01/04/2024

To

31/03/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees: from parents	19,213	-	-	19,213	22,218
Fees: from Hampshire County Council	109,947	-	-	109,947	92,241
Fundraising & donations	328	-	-	328	1,617
Other	283	-	-	283	189
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	129,771	-	-	129,771	116,266
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	129,771	-	-	129,771	116,266
A3 Payments					
Staff costs	83,049	-	-	83,049	74,745
Rent	11,320	-	-	11,320	7,578
Food	514	-	-	514	111
Activities - materials	1,845	-	-	1,845	1,192
Equipment	2,601	-	-	2,601	2,207
Stationery	77	-	-	77	29
Telephone and postage	111	-	-	111	114
Statutory, professional & legal fees	571	-	-	571	463
Insurance	850	-	-	850	796
Subscriptions	1,346	-	-	1,346	1,110
Training	985	-	-	985	144
Fundraising costs	-	-	-	-	-
Advertising and promotions	96	-	-	96	-
Cleaning	84	-	-	84	102
Sundry	1,058	-	-	1,058	54
Sub total	104,507	-	-	104,507	88,644
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	104,507	-	-	104,507	88,644
Net of receipts/(payments)	25,263	-	-	25,263	27,622
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	50,098	-	-	50,098	22,477
Cash funds this year end	75,361	-	-	75,361	50,098

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank account	65,511	-	-
	Fundraising account	9,850	-	-
		-	-	-
	Total cash funds	75,361	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Parkview Community Playgroup

On accounts for the year
ended

31 March 2025

Charity no
(if any)

1153914

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

20/10/2025

Name:

K. Wilkinson

Relevant professional
qualification(s) or body
(if any):

1st class Economics with Accounting BSc. (University of Bristol)
Qualified as a Chartered Accountant with the Institute of Chartered Accountants of Scotland (ICAS) in 2003

Address:

16 Nottingham Road

Bristol

BS7 9DH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.