

The Spring Playgroup and Preschool



www.springplaygroup.co.uk

The Spring Playgroup Charity

Registered Charity No 1157755

Trustees' Annual Report for the year ending 31 August 2020



The Spring Playgroup Charity

Also known as: The Spring Playgroup and Preschool or Playgroup

Registered charity number: 1157755

Setting address: Kenilworth Sports and Social Club, Montague House, Upper Rosemary Hill, Kenilworth CV8 2PA

Email: admin@springplaygroup.co.uk

Website: www.springplaygroup.co.uk

Trustees at point of submitting Annual Report:

Jacqueline Cross (who is also the Manager/Supervisor of The Spring Playgroup)
Jacqueline Cook (Secretary)
Felicity Hawke
Antony Feltbower (Chairman)
Kevin Broadbent (Treasurer)

During the year covered by this annual report Caroline Ramsay was the chair and she handed over to Antony Feltbower on 1 September 2020.

Structure, governance and management

The Charity is governed by a Trust Deed that was registered with the Charity Commission on 7 July 2014 and came into effect on 1 September 2014. This is based on the Charity Commissions model trust deed, incorporating provisions from the previous Spring Playgroup registered charity's trust deed, which was dated 7 June 1999, where they did not conflict with the model. The Charity is constituted as a Charitable Incorporated Organisation and takes over the work of the original Spring Playgroup, registered charity number 1076506.

Trustees are selected by the existing Trustees discussing the requirements of a new Trustee, making suggestions, approaching suitable candidates and appointing a suitable person, aiming to have a current Playgroup parent on the Board of Trustees.

The Charity's organisational structure is as follows:

- Trustees
- Manager/Supervisor
- Deputy Supervisors
- Staff and volunteers



The Trustees confirm they have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Detailed information is available on request.

Objectives and activities

The main object of the Trust is to advance the education of children under statutory school age, regardless of their financial circumstances, in a loving caring and respectful atmosphere based on Christian belief and practice, while encouraging other charitable activities through which parents and carers may help their children.

The Trustees must use the income and may use the capital of the Trust in promoting the objects.

As a result, the Charity provides high quality preschool sessions. The Playgroup does not charge fees for these sessions and will not do so for as long as funds allow. It is believed to be the only such group in Warwickshire to do this.

During the year the Playgroup offered flexible sessions between the hours of 9am and 3.30pm for children from the age of two. We received statutory funding for some children from the age of two and all children aged three and over (from the beginning of the term following their third birthday). When all children eligible for statutory funding had been allocated their sessions, additional hours were offered to these and other children as best fitted their needs.

The Out of School Club (OOSC) provides low-cost childcare from 3pm to 5.30pm on a flexible basis. This has allowed us to offer further support services to parents who work. The OOSC is designed to be financially self supporting and has provided some financial support to the main Playgroup sessions.

In total 33 children attended Playgroup during the year, and 10 of the children received support in the form of extra sessions. No children attended during the period from 18 March to 31 May due to the Covid 19 restrictions. 17 children attended Playgroup in the last half term of the year, and 12 children benefitted from the OOSC during the first two terms of the year.

Playgroup encourages parents and others to help in group sessions as volunteers. In many cases, these volunteers have undertaken qualifications in childcare and preschool education with the Playgroup's support, benefitting the volunteers, their children and the wider community. This year two people volunteered with the Playgroup, one of whom is undertaking qualifications supported by a generous grant that we received from the Wesleyan Foundation.

Work experience and work placements are also offered to local students, along with support for local people wishing to volunteer and take qualifications in childcare, where appropriate. This year no one took up this offer.



Achievements and performance

2019/20 was a challenging year because of the Covid 19 pandemic. The Playgroup and Out of School Club closed to all children on 18 March 2020. We remained available for children of key workers through to the end of May, but there were none who needed us to open for them. We re-opened the main Playgroup for the older children on 1 June 2020 and remained open for the rest of the summer term.

Gifts, grants and business donations were received during the year and are outlined below. These included two grants that allowed us to provide extra support to some children with special needs and to support one staff member through their training.

There were some changes in staffing during the year, and the team coped well with these changes and all the challenges brought on by Covid 19.

The Trustees remain humbled by the dedication of the Playgroup staff and volunteers and their commitment to work in the best interests of the children and their carers, and go above and beyond the call of duty.

Financial review

The trustees agreed a revised policy on reserves in November 2019 to keep a positive cashflow throughout the year, and aim to increase the reserves over time so that Playgroup has improved financial resilience.

Total expenditure for the year was £97,649 slightly more than the income received of £96,337.

Income was mainly derived from:

- The Government's Nursery Education Grant, provided for children over three years old. This starts from the term after they are three. This figure varies from year to year, depending on the numbers of children in Playgroup and when their birthdays fall during the playgroup year;
- The Government's 30 hours free childcare scheme;
- Statutory funding for some two year olds under the Warwickshire County Council's scheme for two year olds;
- Gifts from parents;
- Grants and donations from organisations and other supporters including local churches; and
- The Government's Job Retention Scheme.



Grants were received from The Sheldon Trust, The Wesleyan Foundation, and the Warwick District Community Forum. In total £14,639 of restricted grants were received during the year. £7,545 was spent on staff costs, £689 on outdoor storage, and £654 on play equipment, leaving £11,306 to be spent in future years.

Other organisations donating in 2019/20 included Kenilworth Methodist Church, Living Word Fellowship Church, St John's Church, and The Soroptomists.

Donations were significantly reduced from April to August 2020 during the Covid 19 pandemic and we received no income from the Out of School Club during this period. We are grateful for the support received from the government's Job Retention Scheme to offset this loss of income.

2019/20 ended with reserves of £6,201 being taken into 2020/21, plus the remaining restricted funds of £11,306. No fund was in deficit.

At the time of approving this report, Covid 19 is still having a big impact on the Playgroup. We have remained open throughout the autumn and spring terms by operating two separate "bubbles" and have complied with all the government guidelines including the need for regular additional sanitisation and cleaning. This has led to additional costs during 2020-21 which has had a significant impact on our reserves.

Declaration

The Trustees declare they have approved the Trustees' Annual Report above.

Signed on behalf of the Trustees

Signature



Full name

Antony Feltbower

Position

Chair of Trustees

Date

23 March 2021





Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Spring Playgroup Charity

**On accounts for the year
ended**

31st August 2020

**Charity no
(if any)**

1157755

Set out on pages

7 & 8

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 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 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 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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:

23/3/21

Name:

Mr P Lewis

**Relevant professional
qualification(s) or body**

ACA

Address:

40 Barrow Road

Kenilworth

CV8 1EH



The Spring Playgroup Charity

1157755

Receipts and payments accounts

CC16a

For the period
from

1st September
2019

To

31st August
2020

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					
Gifts	11,603	-	-	11,603	24,427
Statutory funding	56,172	-	-	56,172	67,087
Fundraising	562	-	-	562	884
Grants	7,164	14,639	-	21,803	5,400
Out of School Club (OOSC)	6,159	-	-	6,159	7,402
Bank interest	38	-	-	38	19
Other	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	81,698	14,639	-	96,337	105,219
A2 Asset and investment sales.					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	81,698	14,639	-	96,337	105,219
A3 Payments					
Staff costs (ex OOSC)	69,026	7,545	-	76,571	74,936
OOSC Staff costs	2,700	-	-	2,700	4,775
Premises	12,755	689	-	13,444	12,623
Insurance	1,169	-	-	1,169	1,155
Consumable play materials	917	-	-	917	989
Refreshments and cleaning materials	461	-	-	461	334
Office/Administration	1,505	-	-	1,505	1,023
Bank charges	60	-	-	60	60
Equipments and resources	168	654	-	822	212
Sundry	-	-	-	-	250
Sub total	88,761	8,888	-	97,649	96,357
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	88,761	8,888	-	97,649	96,357
Net of receipts/(payments)	- 7,063	5,751	-	- 1,312	8,862
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	13,264	5,555	-	18,819	9,957
Cash funds this year end	6,201	11,306	-	17,507	18,819

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	Caf Bank Current Account	489	-	-
	Caf Bank Gold Account	5,694	11,306	-
	Petty Cash	18	-	-
	Total cash funds	6,201	11,306	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Metal sheds	Restricted	-	-
	Safes	Restricted	-	-
	Various storage solutions for toys/play materials	Restricted	-	-
	Tables/Chairs/Home corner	Restricted	-	-
	Various toys/play equipment	Unrestricted	-	-
	Computer equipment	Unrestricted	-	-
			-	-
			-	-
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature


Print Name
A Feltbower

Date of approval
23-Mar-21