



Trustees' Annual Report for the period

From 1st January 2021 **To** 31st August 2021

Charity name: Court Moor Community Playgroup

Charity registration number: 1158222

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The charity works for the public benefit having as its objects the development and education of children and young people in particular by:</p> <ol style="list-style-type: none">(1) Promoting their care and safety;(2) Promoting their education and promoting the parental involvement(3) Promoting their health and wellbeing;(4) Providing services to support them and their families and carers;(5) Providing services to individuals holding membership of the ICO; and(6) Furthering the aims of the Pre-school Learning Alliance.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The Playgroup follows the Governments Early Years Foundation Stages to allow children to reach their own potential goals within a caring setting that allows meaningful play and individual development in the following areas:-</p> <ul style="list-style-type: none">• Physical Development• Personal, Social & Emotional Development• Communication• Literacy• Expressive Art• Knowledge & Understanding of the World• Problem Solving. <p>The Playgroup has drawn on outside professional help to ensure its adherence to the Pre-School Learning Alliance and its accountability to the Charity Commission.</p> <p>The Playgroup has had a challenging 8 months providing quality childcare in a fun</p>

		<p>and educational setting within the community for multicultural children aged 2 years to 4 years old from diverse backgrounds.</p> <p>The Playgroup has maintained an excellent financial position despite the challenging start to 2021, with its majority income from Hampshire County Council. The Playgroup has reserves to ensure quality childcare, training & redundancy contingency for its staff.</p> <p>The Playgroup has not been able to operate at full capacity from January to February 2021, re-opening to full capacity after February half term.</p> <p>From 4 January 2021 the settings were open but operating on a reduced number of children, with priority being given to vulnerable/SEN Children (with an EHCP in place), keyworker children, 3 or 4 years old children who were due to commence school in September 2021. This reduction of children in attendance meant that the Playgroup saw a reduction of income during the start of 2021.</p> <p>On 1st April 2021 we renewed the lease on the premises for Court Moor Community Playgroup with Hampshire County Council. This is for a period of ten years at a rate of 7% of our gross earnings of the previous accredited accounts. There will be a rent review every 3 years.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Playgroup has ensured the care of the children is priority and where required provided 1 to 1 care for a child, with the Playgroup bearing the cost of this.</p> <p>The trustees would like to thank the whole team for their dedication during the continued challenges of Covid-19, ensuring that the children carried on with their learning through play and keeping a sense of normality during this unprecedented time.</p> <p>Fundraising had been very limited from January to August 2021.</p> <p>Recruitment during 2021 has been difficult. The playgroup and preschool needed to recruit a Setting leader and Early Year Practitioners (EYPs).</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trustees consider the financial position to be satisfactory.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To ensure that our preschool is able to operate during periods of lower income (e.g. lower occupancy). To ensure money is reserved for unexpected events (e.g. an unexpected repair), redundancies or any emergencies (e.g. long term sick leave). To provide an opportunity to reserve money for future projects.
Amount of reserves held	Para 1.22	£50,000
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The trustees are confident that the charity can continue as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g.	Para 1.2	Trustees oversee the playgroup activities, members are elected, every year by majority

election to post or name of any person or body entitled to appoint one or more trustees		<p>vote, at the AGM and then DBS checked via Ofsted.</p> <p>The Committee must be made up of a minimum of 3 members. Committee should consist of a minimum of Chair, Treasurer, Secretary.</p> <p>The Trustees principle role is as follows:-</p> <ul style="list-style-type: none"> • Review Policies and Practice including Ofsted and charity commission requirements • Employ and Appraise Staff. <p>Members fall into two categories:-</p> <ul style="list-style-type: none"> • Family Member – parents of children attending the playgroup. • Affiliate member - individuals, organizations interested in the playgroup. <p>Each member is allowed one vote.</p>
---	--	--

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Pre-School Learning Alliance</p> <p> </p> <p>Committee of Trustees</p> <p> </p> <p>Playgroup</p> <p> </p> <p>Members</p>
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Court Moor Community Playgroup
Other name the charity uses	
Registered charity number	1158222
Charity's principal address	Springwoods Fleet Hampshire GU52 7SX

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	Tamzin Redpath	Chair		AGM
2	Alan Holland	Joint Treasurer		AGM
3	Joanne Allen	Secretary		AGM
4	Helen Longman	Trustee		AGM
5	Keven Cook	Trustee		AGM
6	Adham Tawfik	Trustee		AGM
7	Jessica King	Trustee		AGM
8	Martine Tivey	Joint Treasurer		EGM

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--


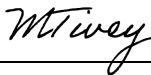
Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Tamzin Louise Redpath	Martine Elizabeth Tivey
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	23 June 2022	

Court Moor Community Playgroup
Independent Examiner's Report
for the period 1st January 2021 to 31st August 2021

Report to the Trustees of Court Moor Community Playgroup (Charity Number 1020261) on the accounts for the period ended 31st August 2021 as set out on pages 11 to 17.

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.



Kelly Stemp FCA CTA TEP
Keste Tax & Accounting Limited
Sentinel House
Harvest Cresent
Fleet
Hampshire
GU51 2UZ

Date: 28/06/2022

Court Moor Community Playgroup
Statement of Financial Activities
for the period 1st January 2021 to 31st August 2021

		Jan - Aug 2021	2020
Incoming Resources		£	£
Incoming resources from generating funds			
Charitable income	Note 2	161,976	212,896
Other incoming resources		1,366	1,220
Total incoming resources		<u>163,342</u>	<u>214,116</u>
Resources Expended			
Charitable activities	Note 3	148,627	220,155
Governance costs	Note 3	3,142	2,085
Total resources expended		<u>151,769</u>	<u>222,240</u>
Net incoming/(outgoing) resources before other recognised gains		11,573	(8,124)
Total funds brought forward		<u>167,630</u>	<u>175,754</u>
Total funds carried forward		<u>179,203</u>	<u>167,630</u>

Court Moor Community Playgroup
Balance Sheet
as at 31st August 2021

		Jan - Aug 2021	2020
		£	£
Fixed assets			
Tangible assets	Note 6	37,005	41,350
Current assets			
Stock	Note 7	3,576	1,295
Debtors	Note 8	5,530	5,295
Cash at bank and in hand		139,508	121,692
Total current assets		<u>148,614</u>	<u>128,282</u>
Creditors: amounts falling due within one year	Note 9	6,416	2,002
Net current assets		185,619	169,632
Total assets less current liabilities		<u>179,203</u>	<u>167,630</u>
Funds of the charity			
Unrestricted funds	Note 10	179,203	167,630
Total funds		<u>179,203</u>	<u>167,630</u>

The trustees have approved these accounts and confirm that all relevant records and information have been made available, and that their preparation is in accordance with Part 8 of the Charities Act and Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2015).

Signed on behalf of trustees:



Martine Tivey (Joint Treasurer)

23.06.2022

Date

Court Moor Community Playgroup
Notes to the accounts
for the period 1st January 2021 to 31st August 2021

1. Accounting policies

Basis of accounting These accounts have been prepared on the basis of historic cost in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

Incoming resources

Recognition of incoming resources These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Donated services and facilities These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer help The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Expenditure and liabilities

Liability recognition Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Assets

Tangible fixed assets for use by charity These are capitalised if they can be used for more than one year and cost at least £100. They are valued at cost or, if gifted, at the value to the charity on receipt.

Stock This is valued at the lower of cost or market value.

Depreciation Depreciation is charged at:
 Fixtures, fitting & equipment - 4% straight line
 Other land & buildings - 25%-50% straight line or 25%-50% reducing balance, dependent on the nature of the asset.

Court Moor Community Playgroup
Notes to the accounts (continued)
for the period 1st January 2021 to 31st August 2021

		Jan - Aug 2021	2020
2. Charitable income		£	£
Hampshire County Council funded		132,510	178,561
Company Voucher Scheme funded		2,470	9,978
Parents funded		26,996	24,357
Total		<u>161,976</u>	<u>212,896</u>
3. Analysis of cost of generating funds		£	£
Charitable activities			
Advertising & Marketing		1,550	2,413
Bank Fees		80	121
Book Bags		332	153
Cleaning Materials		106	769
DBS Checks		279	274
Depreciation		6,408	7,686
Entertaining		-	324
First Aid		13	229
Fundraising		30	278
Garden		213	76
Gifts – Children		197	172
Gifts - General		300	195
HR Services		2,030	2,635
Insurance		1,091	1,438
IT		1,992	2,794
Materials		2,467	3,921
Pensions		1,489	1,686
Refreshments		300	580
Rent / Room Hire		17,278	20,646
Salaries	Note 5	101,665	140,679
Salaries - Employers National Insurance	Note 5	1,211	1,235
Staff (contract)		3,932	7,869
Staff Uniforms		-	108
Stationery		1,993	2,248
Subscriptions		472	600
Sundry		498	693
Sundry Equipment		979	2,192
Tapestry		-	259
Training		836	1,586
Payroll admin		642	830
Profit/Loss on disposal of Fixed Asset		244	8,865
Professional Fees		-	6,601
		<u>148,627</u>	<u>220,155</u>
Governance costs			
Accountancy		<u>3,142</u>	<u>2,085</u>

Court Moor Community Playgroup
Notes to the accounts (continued)
for the period 1st January 2021 to 31st August 2021

	Jan - Aug 2021	2020
4. Details of certain items of expenditure		
Trustee expenses		
Number of trustees who were paid expenses	-	-
Nature of the expenses	N/A	N/A
Total amount paid	-	-
Independent examination		
Independent examiner's fee for reporting on the accounts	1,122	1,020
5. Staff costs	£	£
Gross wages, salaries and benefits in kind	101,665	140,679
Employer's national insurance	1,211	1,235
Pension costs	1,489	1,686
Average number of employees for the period	12	14
All employment costs relate to the Charitable Activities and no individual employee has been paid more than £60,000.		
6. Fixed assets		
	Fixtures, fitting & equipment	Other land & buildings
	£	£
Net book value as at 1st January 2021	7,706	33,644
Additions	2,306	-
Disposals	243	-
	9,769	33,644
Depreciation charge for the period	1,576	4,832
Net book value as at 31st August 2021	8,193	28,812

Court Moor Community Playgroup
Notes to the accounts (continued)
for the period 1st January 2021 to 31st August 2021

7. Stock

Stock relates to uniforms.

	£	£
Uniform sales		395
Opening stock	(1,295)	
Purchases	(2,212)	
	<u>(3,506)</u>	
Closing stock	3,576	
		70
Uniform surplus income		<u>465</u>

The uniform surplus has been included as a net figure in Other Income Resources.

	Jan - Aug 2021	2020
	£	£
Debtors - late fees	-	746
Debtors - other debtors	1,232	1,116
PAYE payable	1,952	1,952
Prepayments	2,346	1,481
	<u>5,530</u>	<u>5,295</u>

9. Creditors

	£	£
Accruals - Bookkeeping / Accountancy	5,142	2,000
Net Salaries	-	2
NEST Pension Payable	507	-
Other creditors	767	-
	<u>6,416</u>	<u>2,002</u>

10. Funds of the charity

	£
Balance as at 1st January 2021	167,630
Surplus for the period	11,573
Total funds	<u>179,203</u>

All the funds of the charity are unrestricted.

Included in the unrestricted funds above, the trustees operate a designated fund consisting of the funds raised by fundraising with the intent of spending this on events and equipment for the children of the playgroups.

<u>Designated funds</u>	£
Balance as at 1st January 2021	3,509
Net fundraising income	811
Less equipment purchased, gifts & children's events	(197)
Designated fund as at 31st August 2021	<u>4,123</u>

Court Moor Community Playgroup
Notes to the accounts (continued)
for the period 1st January 2021 to 31st August 2021

Fundraising income

	Income	Expenditure	Surplus/ (deficit)
	£	£	£
Amazon Smile	27	-	27
Bags 2 School	84	-	84
Disco	56	(30)	26
Selling Surplus Toys	38		38
Silent Auction	25		25
Photographer	172		172
Your School Lottery	439	-	439
Total	841	(30)	811

Equipment purchased, gifts and children's events

	£
Children's Events	-
Children's Gifts	197
Equipment Purchased	-
	<u>197</u>

11. Other commitments

The total of future minimum lease payments under non-cancellable operating leases are as follows:

	Land and buildings	
	£	£
Within 1 year	20,625	18,647
Between 1 and 5 years	52,650	52,650
	<u>73,275</u>	<u>71,297</u>

12. Related parties

Except for the expenses detailed in note 4, there have been no transactions with the trustees or other related parties during the period.