



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1st September 2021 To 31st August 2022

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 year providing quality childcare in a fun and</p>

		<p>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 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 settings opened their doors after the summer break with both settings being 90% full.</p> <p>The garden area at Court Moor need attention after an increase in accidents, this was due to poor workmanship of the work carried out in the Summer of 2021. The work to resolve the problems was carried out in October 2021.</p> <p>Two mud kitchens were purchased and well received by the children attending the settings.</p> <p>During February 2022, the settings saw an increase in covid cases amongst staff and children. The settings were able to remain open but the ratio had to temporarily changed from 1:6 to 1:8.</p> <p>Summer Term 2022 saw the return of Sports Day and Graduation Day – it was lovely to see all the families come together.</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 continued dedication ensuring that the children carried on with their learning through play.</p> <p>Fundraising had been very limited from September 2021 to August 2022 due to the period of readjustment to life returning to "normal" after the restrictions during the Covid pandemic.</p> <p>September 2021, a new EYP join the team and have fitted well into the team; however, the playgroup and preschool still needed to recruit a Setting leader. A change to the organisational structure allowed the trustees to change the job title from Setting Leader to Deputy Manager. During the Summer term we successfully managed to recruit two Deputy Managers who start at the beginning of the next term. We received two resignations from EYPs during the summer term, the recruitment process started again to look for new staff.</p> <p>The happiness and wellbeing of the staff is important to the Trustees and this appears to be good following individual consultations.</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>
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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

Additional information (optional)

You may choose to include further statements where relevant about:

Partners and procedures adopted for the induction and training of trustees	Part 1.23	
The charity's organisational structure and any wider network with which the charity works	Part 1.24	<p>Pre-School Learning Alliance</p> <p>Committee of Trustees</p> <p>Playgroup</p> <p>Members</p>
Relationship with any related parties	Part 1.25	
Other		

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	Martine Tivey	Treasurer		AGM
3	Joanne Allen	Secretary		AGM
4	Helen Longman	Trustee		AGM
5	Keven Cook	Trustee		AGM
6	Alan Holland	Trustee		AGM
7	Adham Tawfik	Trustee		AGM
8	Jacqueline Honnoraty	Trustee	17 Nov 2021	AGM
9				

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	Names of the charity trustees who manage the charity								
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	<table border="1"> <tr><td>1</td><td>Tamara Redfern</td></tr> <tr><td>2</td><td>William T. Vay</td></tr> <tr><td>3</td><td>Joanne Allen</td></tr> <tr><td>4</td><td>Michaela...</td></tr> </table>	1	Tamara Redfern	2	William T. Vay	3	Joanne Allen	4	Michaela...
1	Tamara Redfern								
2	William T. Vay								
3	Joanne Allen								
4	Michaela...								
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	<table border="1"> <tr><td>5</td><td>Kevin Cook</td></tr> <tr><td>6</td><td>Alan Holland</td></tr> <tr><td>7</td><td>Adam Tawfik</td></tr> </table>	5	Kevin Cook	6	Alan Holland	7	Adam Tawfik		
5	Kevin Cook								
6	Alan Holland								
7	Adam Tawfik								

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)

Ledpath

M Tivey

Full name(s)

Tamzin Louise Redpath

Martine Elizabeth Tivey

Position (eg
Secretary, Chair,
etc)

Chair

Treasurer

Date

26/03/2023

**Court Moor Community Playgroup
Independent Examiner's Report
for the year ended 31st August 2022**

Report to the Trustees of Court Moor Community Playgroup (Charity Number 1020261) on the accounts for the year ended 31st August 2022 as set out on pages 10 to 18

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

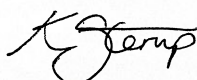
In connection with my examination, no matter has come to my attention

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 Crescent
Fleet
Hampshire
GU51 2UZ

Date: 26th March 2023

Court Moor Community Playgroup
Statement of Financial Activities
for the year ended 31st August 2022

		2022	Jan - Aug 2021
		£	£
Incoming Resources			
Incoming resources from generating funds			
Charitable income	Note 2	248,634	161,976
Other incoming resources		1,979	1,366
Total incoming resources		<u>250,613</u>	<u>163,342</u>
Resources Expended			
Charitable activities	Note 3	240,429	148,627
Governance costs	Note 3	4,017	3,142
Total resources expended		<u>244,446</u>	<u>151,769</u>
Net incoming/(outgoing) resources before other recognised gains		6,167	11,573
Total funds brought forward		179,203	167,630
Total funds carried forward		<u>185,370</u>	<u>179,203</u>

Court Moor Community Playgroup
Balance Sheet
as at 31st August 2022

			2022	Jan - Aug
			£	2021
			£	£
Fixed assets				
Tangible assets	Note 6		34,852	37,005
Current assets				
Stock	Note 7		2,456	3,576
Debtors	Note 8		1,727	5,530
Cash at bank and in hand			154,649	139,508
Total current assets			158,832	148,614
Creditors: amounts falling due within one year	Note 9		8,314	6,416
Net current assets			193,684	185,619
Total assets less current liabilities			185,370	179,203
Funds of the charity				
Unrestricted funds	Note 10		185,370	179,203
Total funds			185,370	179,203

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:

M Tivey

Martine Tivey (Treasurer)

26/03/2023

Date

Court Moor Community Playgroup
Notes to the accounts
for the year ended 31st August 2022

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 year ended 31st August 2022

	2022	2021
	£	£
2. Charitable income		
Hampshire County Council funded	200,660	132,510
Company Voucher Scheme funded	11,069	2,470
Parents funded	36,905	26,996
Total	248,634	161,976
3. Analysis of cost of generating funds		
	£	£
Charitable activities		
Advertising & Marketing	2,227	1,550
Bank Fees	120	80
Book Bags	132	332
Cleaning Materials	191	106
DBS Checks	385	279
Depreciation	9,402	6,408
First Aid	15	13
Fundraising	-	30
Garden	339	213
Gifts – Children	458	197
Gifts - General	324	300
HR Services	2,812	2,030
Insurance	1,810	1,091
IT	2,960	1,992
Materials	2,502	2,467
Pensions	2,521	1,489
Refreshments	1,360	300
Rent / Room Hire	25,048	17,278
Repairs & maintenance	1,279	-
Salaries	Note 5 172,497	101,665
Salaries - Employers National Insurance	Note 5 3,849	1,211
Staff (contract)	-	3,932
Stationery	3,531	1,993
Subscriptions	189	472
Sundry	878	498
Sundry Equipment	513	979
Tapestry	259	-
Telephone & Internet	90	-
Training	1,609	836
Payroll admin	715	642
Profit/Loss on disposal of Fixed Asset	-	244
Professional Fees	2,411	-
	240,429	148,627
Governance costs		
Accountancy	4,017	3,142

Court Moor Community Playgroup
Notes to the accounts (continued)
for the year ended 31st August 2022

	2022	Jan - Aug	
	2021	2021	
	£	£	
4. Details of certain items of expenditure			
<u>Trustee expenses</u>			
Number of trustees who were paid expenses	-	-	
Nature of the expenses	N/A	N/A	
Total amount paid	-	-	
<u>Independent examination</u>			
Independent examiner's fee for reporting on the accounts	1,122	1,122	
	2022	Jan - Aug	
	2021	2021	
	£	£	
5. Staff costs			
Gross wages, salaries and benefits in kind	172,497	101,665	
Employer's national insurance	3,849	1,211	
Pension costs	2,521	1,489	
Average number of employees for the period	13	12	
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	Total
	£	£	£
Net book value as at 1st September 2021	8,193	28,812	37,005
Additions	1,534	5,715	7,249
Disposals	-	-	-
	9,727	34,527	44,254
Depreciation charge for the period	2,271	7,131	9,402
Net book value as at 31st August 2022	7,456	27,396	34,852

Court Moor Community Playgroup
Notes to the accounts (continued)
for the year ended 31st August 2022

7. Stock

Stock relates to uniforms.

	£	£
Uniform sales		999
Opening stock	3,576	
Purchases	-	
	<u>3,576</u>	
Closing stock	2,456	
		<u>1,120</u>
Uniform surplus income		<u>2,119</u>

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

8. Debtors

	2022 £	Jan - Aug 2021 £
Debtors - other debtors	-	1,232
PAYE Payable	-	1,952
Prepayments	1,727	2,346
	<u>1,727</u>	<u>5,530</u>

9. Creditors

	2022 £	Jan - Aug 2021 £
Accruals - Bookkeeping / Accountancy	6,462	5,142
Creditors	1,281	767
NEST Pension Payable	571	507
	<u>8,314</u>	<u>6,416</u>

Court Moor Community Playgroup
Notes to the accounts (continued)
for the year ended 31st August 2022

10. Funds of the charity

	£
Balance as at 1st September 2021	179,203
Surplus of the period	6,167
Total funds	<u>185,370</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.

Designated funds

	£
Balance as at 1st September 2021	3,509
Net fundraising income	1,478
Less equipment purchased, gifts & children's events	(1,218)
Designated fund as at 31st August 2022	<u>3,769</u>

Fundraising income

	Income	Expenditure	Surplus/ (deficit)
	£	£	£
Christmas Card Sales	463	-	463
EasyFundraising	63	-	63
Amazon Smile	23	-	23
Your School Lottery	786	-	786
Photographer	144	-	144
Total	<u>1,478</u>	<u>0</u>	<u>1,478</u>

Equipment purchased, gifts and children's events

	£
Children's Events	-
Children's Gifts	1,218
Equipment Purchased	-
	<u>1,218</u>

Court Moor Community Playgroup
Notes to the accounts (continued)
for the year ended 31st August 2022

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	20,625
Between 1 and 5 years	35,100	52,650
	<u>55,725</u>	<u>73,275</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.

	Income	Expenditure	Surplus/Deficit
£	£	£	£
Christmas Card Sales	463	-	463
Day/afternoon	62	-	62
Afternoon 2nd half	22	-	22
After School Party	786	-	786
Photographer	144	-	144
Total	1,478	-	1,478

	Income	Expenditure	Surplus/Deficit
£	£	£	£
Children's Events	1,218	-	1,218
Children's Club	-	-	-
Equipment Purchase	-	-	-
Total	1,218	-	1,218