



CIRENCESTER OPPORTUNITY GROUP LIMITED

(A Company limited by guarantee and not having share capital)

REPORT AND AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31/8/2021

CHARITY NO. 1160184

COMPANY NO. 9210771



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COG staff Facebook post during the first national lockdown



**An independent early years centre
specialising in inclusive care, support
and education for all.**

**Annual Report 2020—2021
Cirencester Opportunity Group Limited**

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cirencesteropportunitygroup

Registered in England and Wales No.9210771

Registered Charity no. 1160184

A company limited by guarantee and not having share capital.



Covid-safe toddler groups at COG



*Fun in the fresh air - supporting children's
physical and emotional development , after
the enforced lockdowns*



Welcome from the Chair of Trustees

I would like to introduce the 2020-2021 Annual Report for Cirencester Opportunity Group. A small charity with a big heart, the following pages demonstrate how COG has again this year successfully navigated these uncertain times, identifying and prioritising the changing needs of its local community and service users.

Who would have thought that for another whole academic year, the global pandemic would rage on and continues to do so in various ways? At the start of this academic year, there were still restrictions in place and COG staff have continued to face guidance and legislation that often seems to change daily.

I hope that by reading this inspirational annual report, you will see how the staff have diligently protected the children and families they support through careful planning and safety measures, that their hard work and care has meant that not a single working day was lost to the pandemic, and that every child was able to access as much time at their pre-school sessions and family groups as possible. I firmly believe this is something to be incredibly proud of in the present climate.

This year, the majority of trustee meetings have been virtual although latterly we have been able to hold some face-to-face meetings, when guidance has allowed. Happily, we have been able to welcome new Trustees on board and it has been gratifying to see this, even through the adversity the country, and world, is facing.

You will see, through reading the story of this year, that we have been able to make many improvements to both the fabric of the setting and the delivery of the service provided. Much of this has been borne out of necessity to be able to keep equipment and the environment clean, safe and to allow for better airflow and the ability to be outside more. Some improvements have been on our wish list for a number of years and it is only now, through the generous support of COG's funders and supporters, that we have been able to achieve some of these longer-term goals. These were not only essential to help us to follow government guidance but will also now stand us in good stead and help us to drive forward to a more sustainable and successful future.

For those who know us well, you may have seen that we have adopted a new vision statement, which can also be seen in this report. Trustees felt that the time was right to update our vision for the future of COG, reflecting something to which our ethos, priorities and the service we provide can all be strongly linked. I hope you find that the following pages truly show how COG is...

creating positive beginnings for young children and families

Pete Stone
Chair, Cirencester Opportunity Group



What does COG do?

Cirencester Opportunity Group is a thriving, busy and welcoming Specialist Early Years Centre set in a wonderful natural environment in the heart of the Cotswolds town of Cirencester. As an independent charity (#1160184) we have been providing an inclusive and nurturing environment for babies, toddlers and young children since 1973. Since that time our services have grown to offer in-depth support and advice to the families of our children, meeting a wide variety of need within our local community and further afield to outlying villages.

We have a high percentage of children with additional needs, comprising more than half of our children at any one time. Our strength and commitment to supporting all our children and their families is key to our success. Children's needs may be special educational needs and disabilities (SEND) or may stem from a number of different circumstances in a child's life, and could result in a delay in their development, which needs specialist support to help them overcome.

Families can be referred through professional agencies such as the Health Visiting Team, Social Care Team, health professionals such as Speech and Language or through private recommendations. Every family can be sure of a warm welcome, nurturing care for their children and support that is non-judgemental and confidential.

Mission Statement

Cirencester Opportunity Group will provide a warm, welcoming and safe environment for all families. We will work in partnership with parents and other agencies to promote inclusive care and education and to respond to the ever changing needs of the community.



Our Vision

Creating positive beginnings for young children and families



Organisational structure

Governance and Management: Our Board of Trustees

| | | | |
|----------------------|------------------------------------|-----------------|----------------------|
| Pete Stone | Chair of Trustees | Dominic Curnock | Risk, Premises, HR |
| Ben Forshaw | Vice Chair | Sylwia Duzniak | Co. Secretary, Media |
| Bob Bickerdike | Treasurer | Shahedur Rohman | Co. Secretary, Legal |
| Jane Burr | Nominated Individual, Safeguarding | Lynda Draper | Assistant Treasurer |
| Russell Jones-Walker | Risk, Premises, Media | | |

Centre Staff

| | | | |
|-------------------|--|------------------|---|
| Catharine Fowler | Centre Manager (SMT) Designated Safeguarding Lead | Sharon Pitts | Pre-School Manager (SMT) Designated Safeguarding Lead |
| Jane Pilgrim | Sendco Pre-school practitioner | Victoria Chase | Outreach Team Lead (SMT) Designated Safeguarding Lead |
| Catherine Chidley | Sendco Pre-school practitioner | Jemima Collishaw | Outreach Team & Pre-school practitioner Designated Safeguarding Lead |
| Margaret Hartnell | Pre-school practitioner Early Intervention | Stephanie Smyth | Charity Fundraiser |
| Benjamin Jayne | Pre-school practitioner Early Intervention | Mary Forrest | Centre Administrator |
| Rachel Malins | Pre-school practitioner Early Intervention | Sharon Smith | Pre-school cook |

Our Trustees join us from a variety of backgrounds and are the final decision-makers for the charity, overseeing paid staff and setting direction for the executive strategy. They support governance, financial and strategic planning. We are very fortunate to have some key Trustees who are active in supporting the duties of Centre Staff and are available to offer practical help and advice.

Hellos and Goodbyes

We welcomed Sharon Smith, Jemima and Mary this year, each role in a different area of service delivery. We are excited to have them on board and we're sure their skills in family support, administration and cooking will bring new elements to their roles and the service we provide.

This year we welcome Lynda Draper and Shahedur Rohman to the Board of Trustees, who between them bring a wealth of experience from the financial and legal sectors. We hope their time with COG will be fulfilling and we are excited to have them on board.

We said goodbye, in July 2020, to Emiko McGill who, after many years as a dedicated pre-school practitioner, decided it was time to retire. We wish Emiko all the very best for a fulfilling and relaxing retirement, with our thanks and gratitude for all her hard work.

Volunteers

This academic year, despite fears around covid still being at the forefront of people's minds, we were fortunate to have two volunteers in our playroom for parts of the year. We were so grateful for their support, and also that of the twelve volunteers during our Summer Provision, which was again held outside following current social distance and covid-safe measures. When allowed we also welcomed teams to help with our grounds maintenance. As always we are extremely grateful for all of this support, especially in the circumstances of the continuing global pandemic.



The story of our year

COG Pre-School

Much of COG's work is rooted in Gloucestershire's Early Help Graduated Pathway where we form part of the wider early help partnership with Health Visitors, Speech and Language Therapists, Families First and social workers; and alongside other local charities including The Churn Project and Homestart. To support children with special educational needs and disabilities (SEND) we work closely with Gloucestershire County Council Early Years Service (GCC EYS) as well as Educational Psychologists (EP) and the Advisory Teaching Service (ATS), when a child is placed on the Social and Communication (SCOM) Pathway by a Health Visitor. We also work with Speech and Language Therapists (SALT), Occupational Therapists (OT) and Physiotherapists, amongst other specialist medical teams to ensure the right support is in place for our children and families.

Our Pre-school Team delivers the Early Years Foundation Stage (EYFS) curriculum to children from 2 to 4 years. The start of the 2020/21 academic year saw a big change for both staff and children with a major overhaul to pre-school sessions. With the work/life patterns of our families changing, in part due to the covid-19 pandemic, we wanted to offer a more contemporary and flexible approach to childcare. Our aim is to support families to schedule existing working hours around their childcare, as well as to attend appointments and groups around their health, mental health and other challenges they are facing. This would include attending support groups/meetings with other charities and agencies in our local area as well as our own parenting groups here at COG and/or our toddler groups with younger siblings. To facilitate this, we now offer the following:

- children aged 2-4 years can now attend **either a morning or afternoon session** - previously mornings had been for 3-4 year olds in their year before primary school and afternoons for Rising 3s (2-3 year olds).
- children aged 3 years and above can attend **full day sessions** - previously we only offered half day sessions.
- To help combat food poverty, **all children are invited to join us for a 2 course, home cooked and nutritionally balanced lunch** - previously this offer was extended only to children in our morning sessions.



New lunchtimes: proving popular with parents and children.

Bountiful fresh produce: apples and pears from COG's garden, picked by the children for their snacks.



Our commitment to working in partnership with parents, particularly through their active engagement in their child's online learning journal, was extended by reviewing our prospective parent procedures and settling-in policy. Thanks to covid-19 restrictions lifting (some albeit temporarily!), we were able to make several improvements and decided to keep some aspects in place which had worked well during restricted times. We continue to celebrate and share children's achievements with parents online and this is something we strive to encourage parents to participate in, especially when restrictions have prevented us engaging with them face-to-face in the same ways as we would previously have done.

This year, our SENDCo Team ensured that COG children with SEND and their families were fully supported, despite covid-19 restrictions meaning that the input from professional services, such as EPs, ATS and SALT, as well as Health Visitors, were severely limited. All the Education and Health Care Plans (EHCP) applied for were agreed, albeit severely behind schedule due to the pressures of the pandemic. Regardless, COG staff worked incredibly hard to ensure smooth and successful transitions to primary school for all children, especially those who needed extra support to help them overcome their challenges. This included much discussion with teachers from the receiving schools as well as facilitating outdoor visits for teachers to come and meet their new children. We also facilitated OT involvement in setting up school visits for a family to ensure all equipment which was needed to support a child's physical needs was in place ahead of them starting school in September. Our SENDCos also successfully worked with Wiltshire Council, whose processes are very different from Gloucestershire's, to support a family through the EHCP process.

This year our SENDCo and staff team have:

- * Successfully applied for and secured a high number of **EHCPs** to support children with SEND
- * Supported **children** with a **My Plan+** and **My Plan** to help them achieve their outcomes.

We continued to develop the role of the key person, enhancing responsibilities for working alongside SENDCos to deliver activities and small group work, which directly support and encourage a child with a My Plan(+) to work towards their individual developmental targets; reporting on and evidencing outcomes in regular review meetings with parents and external professionals.



The story of our year

COG Pre-School - pandemic journey



By the start of the 2020/21 academic year, we had lived through the first and subsequent national lockdowns. At COG, surrounded by stories of early years settings having had to close permanently, we felt fortunate that our funders and supporters had all done their best to help us through this global pandemic, throughout which we had, to date, remained fully open to support our children and families. While restrictions were easing, although not permanently as it turned out, there were still many restrictive measures in place in September 2020 and this would continue throughout the year. We ensured that parents were fully aware of any changes in procedures, government guidance and all expectations around how and when to bring their child to pre-school, as well as all of the safety measures we had and continue to have in place. Over the year, this has been a complex issue with government self-isolation and testing guidance continually changing.

During this year, we were so fortunate to be able to make some big improvements to our pre-school setting both in and outdoors, in order to maintain excellent levels of hygiene and cleanliness, and also to maximise play and learning experiences and opportunities for the children, many of whom had suffered in various ways over the past year of lockdowns; from lack of exercise and fresh air, anxieties around leaving parents due to little socialisation, to delays in speech and development in some cases.

Improvements we were able to make:

Fencing around the covered outdoor area of the playroom to allow for increased free flow for children; this area can now be supervised by fewer staff meaning greater opportunities for outdoor play, activities, fresh air and increased abilities to ventilate the playroom well.

Replacement safety flooring in the main playroom and additional smaller playroom; not only ensuring better cleanliness but also replacing old flooring that was becoming no longer fit for purpose.

Replacement tables and chairs in the playroom; flexible use with the ability to reduce/increase height and tilt tables to support children with limited mobility to encourage muscle strengthening and gross and fine motor skills, and allowing for better hygiene and cleanliness.

New play kitchen with thanks to the SJP Local Community Grant; larger and beautifully contemporary to allow for more harmonious, relevant and calming play experiences for role playing and developing communication and understanding.

Redecoration in main and smaller playrooms; staff gave their time to paint the walls a neutral cream. Along with flooring and furniture, all colours were chosen to provide a calming environment to help children who feel overwhelmed by busy environments due to anxieties or conditions including autism spectrum tendencies.

Story Tree with thanks to *Allan Robertson from Long Newnton* for kindly donating the beautiful piece of Oak. Bringing the outside in, this inspires much communication from the children. It can often be seen decorated with artwork from a focus story we may be working on, or something to celebrate a festival or season.



Our fabulous Story tree (right) which provides a back-drop for Circle and Story Times and encourages communication and engagement.



Before (above) and after (left) - COG's main playroom with new play kitchen, floor, tables and chairs,



Left: First week of the Summer Holidays, dedicated Team COG stay on to paint the playroom.

The new fence (right) which facilitates free flow for the children to choose whether they want to be outdoors or indoors.



The story of our year

COG Pre-School - pandemic journey continued - Gallery of Activities



Book focus fun - creating the rocket from 'Whatever Next?', painting in the garden; and zooming to the moon. Planets decorate the Story tree.



Using technology to celebrate World Book Day with some virtual events - lots of fun for little book worms!



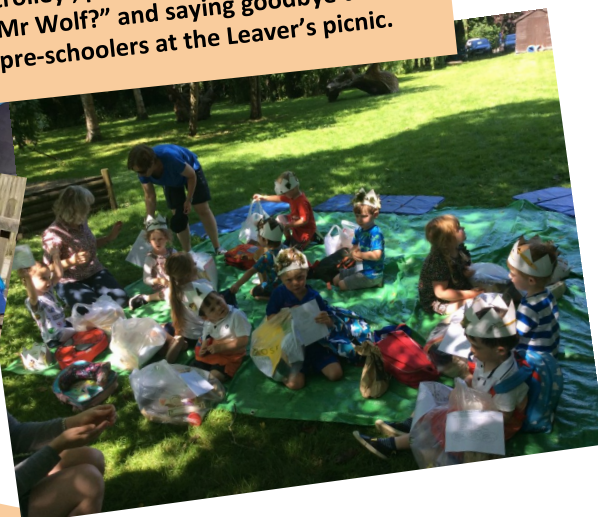
Music time and sensory play - exploring sounds, textures and lights.



Exploring our emotions with Plume Bear during Children's Mental Week. Beginning with an adult supported Circle Time, the children looked at facial expressions and matched them to emotions. We also sang emotions songs like 'if you're happy and you know it...' and made up actions to go with each emotion.



Fresh air fun in the garden! The 'big red trolley', playing catch, "What's the time, Mr Wolf?" and saying goodbye to the pre-schoolers at the Leaver's picnic.



The children made an outdoor puppet theatre and put on shows in the sunshine



The story of our year

Music Therapy

As part of our programme of enhanced support and experience here at COG, we continue to provide specialist Music Therapy for COG children.

Our Music Therapist Melanie Boswell, works closely with COG Key Workers and SENDCos, as part of their work in supporting children's emotional and social development, especially within the following areas:

- Encouraging self-expression and communication
- Developing confidence and self-esteem
- Reducing anxiety
- Helping to regulate feelings

Our Music Therapist builds a therapeutic relationship with each child that she works with and provides written progress reports, so that parents are kept fully informed about their child's experiences and achievements, whilst on their Music Therapy journey with us.

This therapeutic programme has greatly supported the children most affected by the pandemic and lockdowns and has supported us to enable the children to work towards achieving their individual learning outcomes.



BAMT BRITISH ASSOCIATION
FOR MUSIC THERAPY

Play Therapy

Our Play Therapy provision has also played an important role in supporting the children to recover from the negative effects of the pandemic and lockdowns.

Play Therapy at our centre is a collaboration between our Early Intervention (EI) team and our Play Therapist Dr Sarah Wall, to support specific children with their emotional and social development.

The first stage of this therapy begins with our EI team assisting our Play Therapist in a face-to-face meeting with parents to successfully complete a Strengths and Difficulties Questionnaire (SDQ) assessment about their child (an EI key worker SDQ and a Parent SDQ is required for each child) and these assessment meetings are then followed up as part of the progression monitoring for each child.

The Strengths and Difficulties Questionnaire (SDQ) is a widely used behavioural screening questionnaire. It is a valuable tool for exploring the strengths and difficulties a child may present with at the start of their therapeutic journey, as well as for monitoring change and progress throughout the process and at the completion of their therapy experience.

Our aim in providing this therapy for selected children, is to allow each child the time and space they need to express themselves emotionally and socially, whilst our Play Therapist works with them in an integrative holistic way using non-directive play therapy. This approach allows each child to choose from the different play mediums in the room and to explore the themes that are most pertinent to them, alongside the introduction of more directed interventions when appropriate.

We are committed to continue to offer professional Play Therapy at our centre, to enhance our specialist services to further support children and their families.

Early Intervention Outreach Support

Our Early Intervention Outreach Team work within the scope of Gloucestershire's Early Help Graduated Pathway and alongside other professionals to enable positive changes to be achieved. They are instrumental in supporting children deemed 'at risk' through Social Care Plans, attending multi-agency Case Conferences and Core Group meetings. In addition, they plan, provide and evaluate a weekly timetable of activities held in our Annex building for children and families, which is reviewed regularly to ensure that we are truly meeting the needs of the families we work with.

This year, we continued to successfully remain open to provide our Outreach services for COG families, retaining contact in the best ways possible while adhering to current restrictions and guidelines. This support delivered continuity of care for children and their parents at a challenging time and included providing our parent and child group sessions, our parent support group sessions, our one to one parent support meetings, 'doorstep' home visits to deliver food parcels, phone calls and texts to families. We also maintained a high level of contact with professionals also involved in meeting the needs of each family, including social care contact and liaison with foodbank, including their voucher referrals.

We worked hard to make it possible to re-start face to face, small group family sessions; completing risk assessments and putting several procedures in place, such as:

- Sessions held in our outdoor classroom and/or woodland area
- All families pre-booked their place
- A maximum of 8 families per group
- Hand gel to be used on arrival
- Temperatures of adults taken on arrival (when indoors)
- Test and Trace forms completed
- Adults brought their own refreshments cup
- No cross contamination of equipment/toys

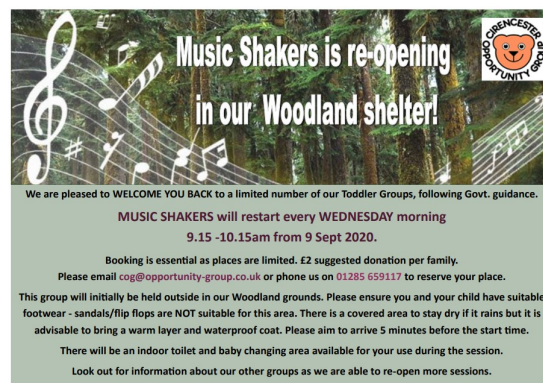
Being able to re-start two of our family sessions was vital and received positive feedback from parents, who saw us as 'a lifeline'. Many new parents had not been able to take their new babies anywhere following their births. Our vulnerable families had missed that opportunity to experience fun activities together,



with our guidance and support, and we felt proud to safely bring those experiences back to them. We have observed parents connecting and engaging with their children during music, craft and play sessions provided in our outdoor classroom. As the weather became colder, we appealed to our local authority Early Years Service to bring our groups back indoors, with safety measures in place. They agreed that it was entirely appropriate for our 'targeted' stay and play groups to resume, as these would be classed as adult learning and support sessions,

which are permitted to continue at this time, and our request was granted. We are proud that we were able to provide this safely and would like to extend our thanks to all the families who respected what we asked of them while attending our groups.

During primary school applications, we supported families to navigate the different ways schools approached this time, due to ongoing concerns around covid-19. Some families need support to make online applications and many families of children with SEND need a lot of support in knowing questions to ask and how the process works for them. In addition to this, the Outreach team have continued to make referrals to GDASS for domestic abuse; P3, a charity that supports people in financial difficulties and Homestart, a charity offering support to people in their homes as well as other agencies. This year we saw increased waiting lists for families to access many services, due to deployment to the covid frontline, among other issues. We have continued to support families in the best ways we can until they can be seen by the appropriate agency.



Outdoor Stay and Play groups return to COG





The story of our year

Cirencester's Children's Librarian is a regular visitor to COGs groups and pre-school. It was important for us to find safe ways for this to continue when possible.



Early Intervention Outreach - recovery and resilience

We became aware that the pandemic and lockdowns had brought more mental health issues to the surface for many of the parents we work with. We addressed this sensitively to support the family unit using our **Mental Health First Aid training**. We also re-started our **Inspire group for parents to provide a small supportive group environment for them to share their concerns and learn coping strategies**. We felt that due to the increase in the volume of challenges around mental health affecting parenting ability at times, there was further need for us to provide more time to engage with families. To meet this we created our **Bounce Back support group** for parents to further support their recovery.

Our commitment to Multi-Agency working has been vital to keep the children and families safe:

Throughout the pandemic and lockdowns we continued our strong working relationships with Social Workers, the Cotswold and Families Social Care Team, the Re-Unification Team, Early Help team, Families First +, Cirencester Health Visiting Team, the Community Nursery Nurse, Speech and Language Therapy and Mental Health Workers at Let's Talk. As well as Bromford Housing Association, the Housing Department at Cotswold District Council. Local Primary schools, Cirencester Foodbank, The Long Table, Fareshare, Neighbourly, The Churn Project, Homestart, Citizens Advice Bureau, Cirencester Furniture Bank, Barnwood Trust and All Sorts.

A new member of the team:

This year we said goodbye to Nikki Curtis, who left us to study to become a Social Worker. We wish Nikki all the very best and are hopeful our paths may continue to cross professionally in the future. We welcomed Jemima Collishaw in January 2021, who brings with her a wealth of knowledge around mental health and the challenges, as well as the rewards, that a child with additional needs can bring to family life. Jemima joins us at a critical time for our families and at the time of writing has become a valued member of the Outreach team and someone with whom families have already developed trusting relationships. We are sure that Jemima will offer a breadth of ideas to help strengthen COG's family support provision.



COGs stay and play groups re-starting safely as soon as possible was very important.

Right: Story time at Little Teds

Left: Exploring the woods

Bottom left: The outdoor classroom set up for Stay2Play

Bottom right: covid-safe timetable of groups



COG Stay and Play Groups Timetable - November—December 2020

We are now able to return indoors for the Winter! Please see our timetable and booking instructions below. Groups will follow Covid-safe guidelines at all times and we ask for your co-operation and understanding in helping us to ensure they can continue. ALL GROUPS START WEEK COMMENCING MONDAY 9 NOVEMBER 2020

NEW!! - We are excited to offer 2 groups on Wednesdays and Fridays! Numbers will be limited. Booking essential.

| | Group | Time | Group | Time |
|-----------|--------------|--|---------------|---------------|
| Monday | SPOKAN | 12.00—1.00pm (Monthly—1st Monday of every month) | | |
| Wednesday | Music Makers | 9.15—10.15am | Music Shakers | 10.45—11.45am |
| Thursday | Little Ted's | 9.15—10.15am | | |
| Friday | Stay2Play | 9.15—10.15am | Stay2Play | 10.45—11.45am |



How to book...

- Bookings open **one week in advance** of the date of the session.
- Please book via email cog@opportunity-group.co.uk or phone 01285 659117
- To help us remain covid safe, on arrival:
 - ◊ One adult only admitted per family
 - ◊ All adults must wear a mask/face covering in our indoor sessions
 - ◊ Adults, please bring your own mug if you would like a drink. We will record your name and contact number for the NHS Test & Trace service
 - ◊ Check your temperature (adults and children) with a non-contact thermometer

SPOKAN— A parent group supporting families with children with additional needs. All welcome.

Music Groups— birth to 4 years for fun exploring of sounds; with songs, rhymes and instruments

Little Ted's—stimulating and fun activities for children from birth to 4 years

Stay2Play—stimulating and fun play for approx. 2yrs + Younger siblings welcome.

- If we have to cancel a group at short notice due to a change in covid restrictions/related staffing issues, we will be unable to contact you individually. We will:

- ◊ Post a notice on our Facebook Page
- ◊ Put a notice up outside our Centre



£2 suggested donation per family for all groups (excluding SPOKAN)
Drink and snack provided for children. Hot drinks for adults (see 'How to book' below)





The story of our year



Combating food poverty

The COG team of staff is committed to volunteering their time to collect surplus food from our surrounding supermarket partners, as part of our mission to provide families with access to fresh food and to help keep local children well fed. We also know that our work within this area, helps to support parents by taking some of the stress and anxiety they are experiencing over being able to feed their families.

We use the surplus food to help us to cook the free hot lunch we provide for COG children each weekday, supported by our Meal Appeal Hero funders! Our aim is to be fully inclusive, so all children have the chance of a nutritious hot meal at least once a day. We also share the surplus food with COG families, so they can choose from a selection of surplus food that we have collected. We also use this food as an opportunity to discuss how to prepare and cook certain vegetables, to encourage families to try new foods at home.

We are also passionate about providing lots of opportunities for the children to explore and learn about as many different foods as they can. Therefore, we take the time to show them how to plant, nurture and then pick fruits and vegetables in our COG garden and then we have wonderful cooking sessions with the children too.

This year our crop of runner beans were a big hit with all of the children!



This pizza and salad meal made by our Cook, Sharon, used surplus food that we collected. The different colours, flavours and textures of this meal are designed to enhance children's experiences and knowledge about healthy food, and most importantly to taste yummy! We share images of our meals with parents on our Facebook page to show them what their child has eaten and to hopefully inspire them with their own meal ideas too! Parents often ask us for recipes and vice versa, especially when we are celebrating other cultures.



FareShare FoodCloud



Our partnership working with Cirencester Foodbank also enables us to further support families experiencing food poverty. We are authorised to issue Foodbank vouchers to families, following an assessment of their needs and we work closely with each family and Cirencester Foodbank to monitor and offer support during difficult times.

Our mission is to help reduce the negative impact of food poverty on the development and wellbeing of all family members, by making a difference to their access to and experience of food.

We would like to take this opportunity to thank Aldi, Lidl, Tesco, and Waitrose for their ongoing support and donations of surplus food and our wonderful Meal Appeal Heroes...

All Saints Church Kemble and The Dorothy Minnis Trust.



WAITROSE & PARTNERS



The story of our year

Summer Provision

Our knowledge of the varying needs of the local families that we support, informs us that our planned summer provision is needed more than ever. We provided activity packs, support and activities during the six-week summer holiday, to continue to aid the recovery of the families and children in the wake of the global pandemic.

We welcomed local families to our Centre, many with children attending COG preschool sessions including those who were moving on to primary school and those children starting their early intervention pre-school sessions with us in September 2021.

We also supported many families that attend our early intervention groups at COG, open to our local community, such as Music Makers, Little Teds, Stay2Play, Bounce Back, Inspire and our monthly parent support group, SPOKAN. Older siblings up to the age of 8 years were eligible to attend and three slightly older children were invited to attend at staff's discretion to support the whole family unit.



To keep the families, staff, and volunteers safe, we did have to make the safety decision, to restrict our numbers, due to rising numbers of Covid-19 cases in the area. Our summer provision risk assessment was always enforced; including using an online booking system, following the test and trace procedure, enhanced hygiene and social distancing which was still active at the time.

Every week was themed; Olympics/Sports, Minibeasts, Under the Sea and a Dinosaur week. Each were accompanied by fun activities for the children to engage in with their parents.

The Playscheme was extremely well attended by 53 children joined by their parents, across the 4 weeks of planned activity.

We also made a substantial packed lunch for each child attending (in total we made 224 healthy packed lunches) to help minimize the food poverty that many families were experiencing at this time.

Here's what families said about our Summer Playscheme:

Written feedback from parents/carers after attending the playscheme:

Of the summer activities available in Cirencester, was the Playscheme important to you and your family? Please explain why.

"It gave us something to look forward to each week and the kids were very excited to still be at COG."

"Great to meet different families would have been lost without the playscheme"

"It was a chance for my child to visit the school before September and play."

"It was important to keep contact with the playgroup setting for p..... and gave him something to do in the holidays."

"It allowed us to explore, socialize, and have fun together locally with no expense."

"Yes, it's established, and we felt very comfortable with the setting"

Please feel free to leave any other comments or feedback

"Thank you all for your hard work to make this happen, we enjoyed coming"

"Thank you for taking the time and effort to provide these opportunities over the summer break."





Funding and support

How we are funded

Cirencester Opportunity Group provides a high quality of education and care for each child. We are unique and fully inclusive, and we tailor our specialist services to meet the individual needs of each child, making a real difference to the life chances of the children we work with, but how are we funded?


The universal government funding that we receive for our three-year-old children and the 'Achieving Two Year Olds' funding that we receive for some of our two-year-old children, only covers 40% of our delivery costs.

We work hard to build partnerships and secure funding and donations to raise the remaining 60% delivery costs that we need to keep our wonderful centre achieving all that it does, and we accomplish this in a variety of ways:

- ◇ **Applying for grants from charitable trusts**
- ◇ **Receiving donations and sponsorships from local businesses and private individuals**
- ◇ **Organising and running our own fundraising events**

A huge thank-you to our wonderful funders and supporters!

COG staff, trustees and volunteers are extremely grateful to the following organisations and individuals for their belief in our work with children and families and for their generous support this year:

- 
- | | |
|--|---|
| Aldi | Jack Lane Charitable Trust |
| All Saints Church, Kemble | Lidl |
| Barnwood Trust | Lumley Insurance |
| BBC Children in Need | National Lottery |
| Bluestone Insurance | Neighbourly Community Fund |
| CAF Resilience Fund | Quakers, Cirencester Friends |
| Cirencester Baptist Church | Peter Lang Children's Trust |
| Cirencester Chamber of Commerce | Philip Marner Charity |
| C J Hole | RAF Brize Norton Air 1 Mobility Wing |
| Comic Relief | Ridgeway Web Design |
| Cotswold Town Council | Society for the Holy Child Jesus |
| Cotswold Primrose Trust | South Western Specialised Tapes |
| Dominic Curnock | Stagecoach Performing Arts, Cirencester |
| Dorothy Minnis Charitable Trust | St James's Place Foundation |
| Earl Bathurst Freemasons Lodge | St James's Place Corporate Social Responsibility |
| Ecclesiastical Insurance | Tesco Bags of Help |
| Eurovia Management Limited | The Family of Brenda Baker |
| Fareshare | The Masonic and Military Order of the Red Cross |
| Global Make Some Noise | The Number Cruncher |
| Gloucestershire Community Foundation | The Woodroffe Benton Foundation |
| Gloucestershire County Council – Community Activity Fund | Titch Tetley Photography |
| Gloucestershire County Council - Growing our Communities Fund | Waitrose Community Matters |
| Gloucestershire Disability Fund | |

Supporter Stories

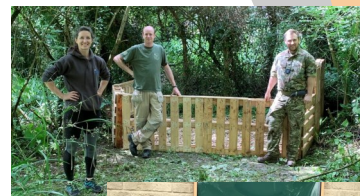
We feel so genuinely fortunate here at COG to have such wonderful support from our amazing local community.

RAF Brize Norton 1 Air Mobility Wing Charity Committee

Thank you to *Maddie, Mike and Dan* of the 1 Air Mobility Wing for donating your time to build us a pallet fence, clear nettles and upscale some play room furniture! Thank you too to our Foreman for the day, *Steve Cole*, and our pallet fence sponsors **Cotswold Labels in Love Lane, Cirencester.....**COG is so grateful for your support.



COG Centre Manager, Catharine Fowler, took delivery of delicious chocolate selection boxes for COG children at Christmas and again at Easter with lots of chocolate eggs from The Committee; who also arranged a **donation of £600** to COG's fundraising campaign to improve our play facilities!



St James's Place Thank you to St James's Place for their continuing wonderful support! Team SJP volunteers and volunteer Foreman *Steve Cole* gave our carpark and grounds a much needed makeover! Thank you!



Tesco A huge thank you to our *Tesco Extra store and Community Champion Mel Scrivens* for supporting our hot meal project for COG children! Mel kindly provided us with new baking tins and a large wok pan, so our cook Sharon can continue to make scrummy food for COG children to enjoy! Like this bright and beautiful bolognese sauce, followed by fruity crumble!



Our **Christmas fundraising** had to be a little different this year, so we took part in the 'Give Back 2020' fundraising campaign on Virgin Money Giving. Our aim with this campaign was to involve our supporters in helping us to achieve something positive from such a challenging year, by supporting our fundraising efforts to update and make our play facilities even more fun for COG children! **Our wonderful supporters helped us to raise a truly fantastic amount of £1,204.95!**



Waitrose We have been fortunate that our local Waitrose store have been donating a huge amount of fresh surplus food to us. We shared this food with COG families and our Cook, Sharon, used the food to make some delicious and nutritious hot meals for COG children. Here are two of the dishes they enjoyed; a colourful stir fry and bread and butter pudding made with croissants! Yummy, thank you Waitrose!



Thank you to **Katharine Tetley of Titch Tetley Photography** for capturing amazing photos of COG children and supporting COG with a **generous donation** to support our work with children and their families, thank you!

Thank you to our friends at **Catalyst Personal Training** (right) for organising a small competition and raising **£150 for COG!** Well done and thanks, everyone!



Christmas at COG—With thanks to Joy Cranston, Lumley Insurance and our Tesco Extra Store Community Champion Mel Scrivens.

Once again the Christmas party that we create for COG children each December, is a perfect illustration of how kind gestures and generosity come together to make the day very special for each child.

Our Christmas celebrations were a little different this year, with a virtual visit from Santa, but each child received a gift of a hand knitted toy, made and donated by Joy Cranston, and Mel from Tesco provided all of the ingredients and trimmings we needed to provide Christmas dinner for all of the COG children to enjoy!



Christmas here at COG was extremely special for the children and their families, after a challenging year!

Thank you so much from all of the children, staff, trustees and volunteers at COG



The future of COG

Looking ahead to 2021 - 2022

We were honoured to attend the The Royal Foundation's online event, 'What the UK thinks about the Early Years', as we too believe in the vital importance of early childhood development. Our work with families to make a difference as early as possible, will continue throughout 2021 and into 2022.



New Curriculum

In September 2021, the DfE will implement a new EYFS curriculum. There will be a greater emphasis on trusting the professional judgement of Early Years Practitioners, allowing for more interaction and practical support of children with a less data heavy approach. We will focus on a language-rich environment with good modelling of language based on individual needs and starting points of each child. Oral health and healthy choices are also given more importance, something that we feel links perfectly with our holistic work with families, as part of our Family Outreach provision.

New projects

In response to both curriculum changes and the effects of the pandemic, we are planning to seek funding to enable us to implement the following new areas of service provision:

How Do you Feel Today? - Building on work started during Child Mental Health Week and supporting the children to identify different emotions, this project will help teach children self-regulation and understanding of their emotions.

Chatterbugs - Using the innovative work of independent speech and language therapist, Andrea Richards, and her Chatterbugs communication programme.

Positive Parenting Programme (Triple P) - one of the most effective evidence-based parenting programmes in the world, with more than 35 years of ongoing research, this gives parents simple and practical strategies to help them build strong, healthy relationships, confidently manage their children's behaviour and prevent problems developing. Used in more 30 countries and shown to work across cultures, socio-economic groups and in many different family structures.

Combatting Food Poverty - Having our very own 'COG food shed' to provide fresh surplus food to support the needs of all families, whilst also maintaining a sense of choice, easy access and dignity for everyone.

New Outdoor space - We are delighted to have been chosen by St James's Place Wealth Management (SJP) to be beneficiaries of their wonderful large scale volunteer programme with Splash Community Projects, to give something back to their local community! Watch this Space!!

Promoting the fantastic work of COG

We are planning to spread the word of our work with children and their families far and wide and so we are planning:

- ♦ A new website – we want to provide a better, more current user-experience for everyone visiting our website. We hope to achieve a more user-friendly, interactive and dynamic website, to better serve our beneficiaries, supporters and professionals.
- ♦ Welcome banner – we need a large visual 'Hello' in the form of a banner, to attach to our fence, to shout about our wonderful services for children and families, so that all local families that need our support will know about us!



Some of our pre-schoolers, who are due to start primary school, heading off on a new adventure! Saying goodbye at the 'Leaver's Picnic' in July 2021

We will continue our community fundraising and work within the area of building relationships with charitable trusts, businesses and individuals, to create a varied support system of funding for all of our project work.

Our hope for this coming year is for COG to continue to support children and families, whilst adapting and developing our services to meet the changing needs of families within our community. We can only do this each year because of our dedicated staff, volunteers and trustees and the wonderful support we receive from our funders.

As ever, we would like to future-proof our organisation by making COG a more sustainable charity, so that we can continue to make a difference in the early years sector by

creating positive beginnings for young children and families



Annual Accounts

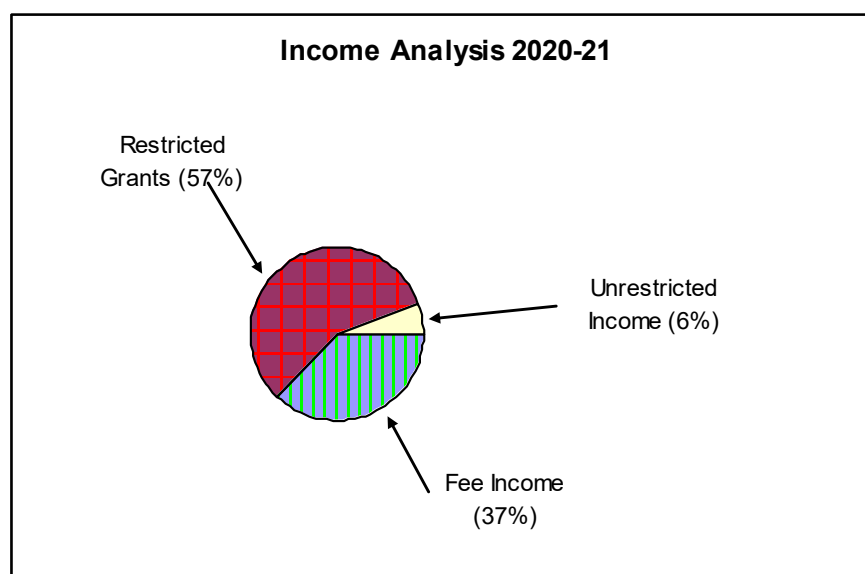
Financial Overview 1/9/20 to 31/8/21

Overall the group declared a surplus of £16,387 compared to last year's surplus of £33,185 (this was significantly impacted by extra ordinary COVID related support grants/income).

Our cash reserves at 31/8/2021 were:

- Restricted reserves £11,188
- Designated reserves £40,000
- Unrestricted reserves £68,053
- The value of fixed assets (buildings) - £116,398

Income analysis:



Income totalled £237,331 which reflected an increase of 3% over the previous year, a fantastic performance given that during last year we received an additional Covid related income of £57,295.

- Fee income at £88,038 showed an improvement of 23% from the previous year. This reflected the very hard work of our staff to re-configure the timings and availability of pre-school sessions throughout the week, thereby reversing last year's decline and returning us to the level of prior years.
- Restricted grants and donations totalled £136,197. These now contribute 57% of our total income - a fantastic result from our fund raising efforts and was 3% higher than the previous years high level.

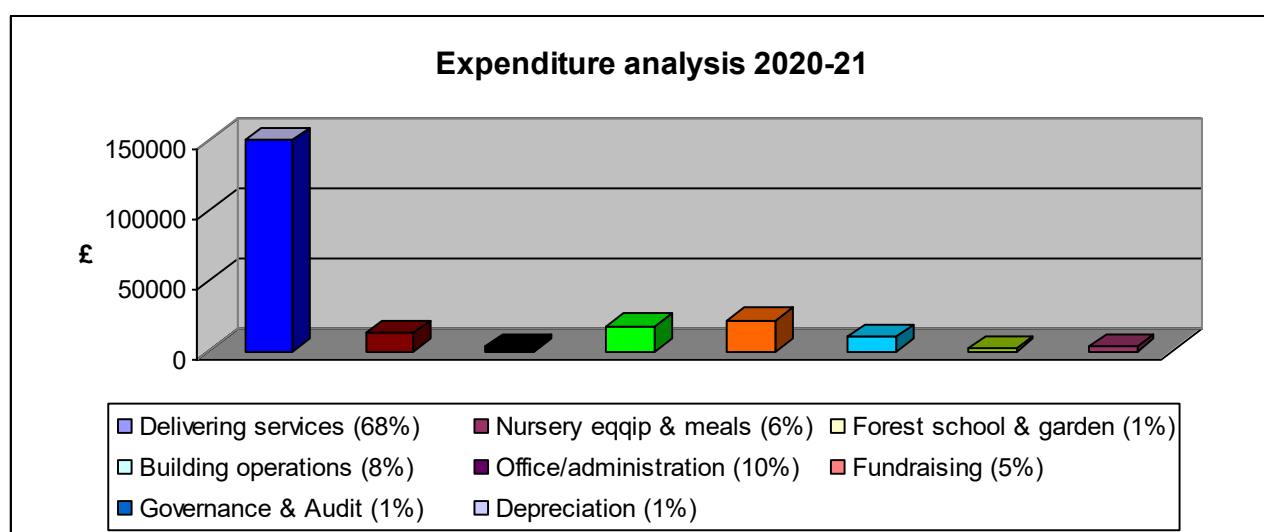
Unrestricted income, amounted to £13,096 a decline of £3789 from last year – unfortunately COVID continued to curtail our fundraising activities.

Financial Overview 1/9/20 to 31/8/21 continued...

Expenditure analysis:

Total expenditure of £220,944 showed a 12% increase over the previous year.

However, a significant proportion of this increased expenditure related to the planned strategy from last year's establishment of designated reserves (and utilisation of COVID related funding) to improve our facilities, people traffic flow, cleaning and hygiene regime and also undertake a comprehensive Health & Safety + H.R. procedure and policy review.



- Delivering services (staffing costs; outsourced Music & Play Therapy; other play activities) at £149,116 reflects that 68% of total operating expenditure is spent directly on activities
- Nursery materials and equipment; hot lunch time meals; running the building and our Forest School reflect a further £34,265 or 15% of the total
- The total administration; fundraising and office costs of £32,440 represents 15% of total expenditure
- Depreciation and Governance costs make up the remaining £5,123 or 2% of the charity's total costs.

Reserves Policy

The Trustees' reserves policy, which is assessed on an annual basis, requires that reserves be maintained at a level that ensures COG's core activities continue during a period of unforeseen difficulty, and that they are maintained in a readily realisable form - these levels are discussed and monitored. This calculation is an integral part of COG's planning, budgeting and forecasting cycle, taking account of the risks associated with unexpected variations in the stream of income and expenditure, given planned activity levels and COG's future commitments. The main risks to both income and expenditure plus the requirements for working capital and adequate cash flow are assessed.

In September 2021 the reserves policy was reviewed and based on this risk analysis, a Free Cash Reserve target of between £52,500 and £105,000 was confirmed.

At 31/8/2021, the actual Free cash reserves were £68,053.

In addition the Trustees have set aside £40,000 as Designated reserves, made up of:

- £22,000 Staff redundancy liability provision as at 1/9/2022 - should the charity be forced to close.
- £5,000 to facilitate a sector relevant "Quality Assurance" accreditation.
- £5,000 to undertake/complete a finance system upgrade and completion of HR and Health and Safety review
- £7,000 to improve PR, Marketing and internet-based communications and public reach (website and enhanced social media capability)
- £1000 to install fully accessible ramp to further improve disability access to the Centre



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE

The Charity Trustees (who are also the Directors of Cirencester Opportunity Group Limited for the purposes of company law) are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charitable Company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the council should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy, at any time, the financial position of the Charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and the group and hence, taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Charitable Company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signature: 

Print name: Robert Bickerdike

Date: 21 April 2022



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

INDEPENDENT EXAMINERS REPORT

Independent Examiner's Report to the Trustees of Cirencester Opportunity Group Limited

I report to the Charity Trustees on my examination of the accounts of the company for the year ended 31 August 2021 which are set out on pages 22 to 30.

Responsibilities and basis of report

As the Charity Trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Miss Ruth Herbert FCCA
Wenn Townsend Accountants Limited
Gosditch House
Gosditch Street
Cirencester
GL7 2AG

Signed:

Date:

22 April 2022



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

STATEMENT OF FINANCIAL ACTIVITIES & INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31/8/2021

| | Unrestricted funds | Designated Funds | Restricted funds | Total funds | 2020 |
|--|-----------------------|---------------------|---------------------|-------------------|-------------------|
| | £ | £ | £ | £ | £ |
| <u>Income and endowments</u> | | | | | |
| Donations | 11065 | - | 136197 | 147262 | 153047 |
| Earned from charitable activities | 88038 | - | 0 | 88038 | 71493 |
| Earned from other activities | 733 | - | 0 | 733 | 4409 |
| Investment and other income | 1298 | - | 0 | 1298 | 932 |
| Total | 101134 | - | 136197 | 237331 | 229881 |
| <u>Expenditure</u> | | | | | |
| Cost of raising funds | 10358 | - | 0 | 10358 | 8699 |
| Expenditure on charitable activities | 60816 | - | 149770 | 210586 | 187997 |
| Other expenditure | 0 | - | 0 | 0 | 0 |
| Total | 71174 | - | 149770 | 220944 | 196696 |
| Net Income/Expenditure | 29960 | - | -13573 | 16387 | 33185 |
| Transfer between funds | -9200 | 9200 | - | 0 | 0 |
| Net movement in funds | 20760 | - | -13573 | 16387 | 33185 |
| Total funds brought forward | 163691 | 30800 | 24761 | 219252 | 186067 |
| Total funds carried forward | 184451 | 40000 | 11188 | 235639 | 219252 |

The statement of financial activities include all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Notes on pages 23 - 30 form part of these financial statements.



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

BALANCE SHEET

As at 31/08/2021

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|--|------|----------------------------|--------------------------|-----------------|-----------------|
| <u>Fixed Assets</u> | 8 | 116398 | 0 | 116398 | 119442 |
| <u>Current Assets</u> | | | | | |
| Debtors | | 0 | 3251 | 3251 | - |
| Cash at bank and in hand | | 116117 | 29206 | 145323 | 140702 |
| <u>Total Current Assets</u> | | 116117 | 32457 | 148574 | 140702 |
| Creditors (falling within one year) | 10 | 8064 | 21269 | 29333 | 40892 |
| Total Assets less current liabilities | | 224451 | 11188 | 235639 | 219252 |
| Financed by: | | | | | |
| Unrestricted Funds | | 184451 | - | 184451 | 163691 |
| Designated Funds | | 40000 | - | 40000 | 30800 |
| Restricted Funds | | | 11188 | 11188 | 24761 |
| Net Assets | | 224451 | 11188 | 235639 | 219252 |
| Funds | | 224451 | 11188 | 235639 | 219252 |

In approving these financial statements as directors of the company we hereby confirm:

- (a) The company is entitled to the exemption from audit under Section 477(c) of the Companies Act 2006 from the period ended 31/8/2021. The Trustees have not required the charitable company to obtain an audit of its financial statement for the period ended 31/8/2021 in accordance with section 476 of the Companies Act 2006.
- (b) That we acknowledge our responsibilities for:
 - 1) ensuring that the company keeps accounting records which comply with section 386 and 387 of the Companies Act 2006 and
 - 2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of section 394 and 395 and which otherwise comply with the provisions of the Companies Act 2006 relating to financial statements, so far as applicable to the Charitable Company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS102 and the Charities SORP (FRS102). The notes on the following pages form part of these accounts.

These financial statements were approved and authorised for issue by the Trustees on and signed on their behalf by:

R. Bickerdike

Signed:



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

NOTES TO THE ACCOUNTS

For the year ended 31/08/2021

1) Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows

Basis of Preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice. Cotswold Counselling meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The Charity has applied Update Bulletin 2 as published on 5th October 2018 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

Fixed assets

Depreciation is provided at rates calculate to write off the cost less residual value of each asset over its expected useful life as follows:

Land and Buildings 2% reducing balance

Fixtures and Equipment 20% Reducing balance

Fund accounting

Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objectives. Restricted funds are funds which have been given for particular purposes and projects.

Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories income:

Fee income is included in full in the statement of Financial Activities when receivable.

- ◇ The value of services provided by volunteers has not been included in these accounts.
- ◇ Investment income is included when receivable.
- ◇ Incoming resources for generating funds are accounted for when earned.



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of less than three months from the date of acquisition or opening of the deposit or similar account activity.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The trust only has financial assets and liabilities of a kind that qualify as a basic financial instruments. Basic financial instruments are initially recognised as a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pensions

Since September 2017, employees are automatically enrolled into a defined contribution pension scheme operated by The People's Pension. Employees can subsequently opt out. Employees joining the scheme, contract directly with the pension company.

The charity made a matching contribution of 3% of qualifying earnings to this pension scheme and acts as an agent in collecting and paying over employee contributions. The contributions made for the accounting period treated as an expense and were £4372 (2020 = £3534)

2) Legal status of the charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The charity is registered and incorporated in England and Wales and its registered address is : Beeches Road, Cirencester, Gloucestershire, GL7 1BW.

3) Financial performance of the charity

The statement of Financial Activities states the financial performance of the charity.



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31/8/2021

4) Income

| A1 – Donations & Grants | Unrestricted Funds | Restricted Funds | Total 2021 | Total 2020 |
|---|--------------------|------------------|---------------|---------------|
| Barnwood Trust | | 1245 | 1245 | 1000 |
| Gloucestershire Funders | | 1500 | 1500 | 0 |
| Children in Need | | 15351 | 15351 | 13039 |
| St James Place | | 15833 | 15833 | 16667 |
| Global Make Some Noise | | 20000 | 20000 | 0 |
| Peter Lang Trust | | 40000 | 40000 | 37833 |
| Society Holy Child Jesus` | | 22170 | 22170 | 0 |
| Tesco Groundworks | | 1000 | 1000 | 0 |
| RAF Brize Norton | | 600 | 600 | 0 |
| Cirencester Town Council | | 500 | 500 | 0 |
| Glos. Community Foundation | | 2730 | 2730 | 0 |
| Soroptimist | | 552 | 552 | 0 |
| CAF Resilience Fund | | 12049 | 12049 | 0 |
| Comic Relief Community Fund | | 2667 | 2667 | 0 |
| Neighbourly | 400 | | 400 | 0 |
| Primrose Trust | 3000 | | 3000 | 0 |
| Woodruff | 500 | | 500 | 0 |
| Kemble Church | 600 | | 600 | 600 |
| Baptist Church | 250 | | 250 | 0 |
| Bluestones Insurance | 500 | | 500 | 0 |
| Various donations & grants | 5815 | | 5815 | 26612 |
| Sub total | 11065 | 136197 | 147262 | 95751 |
| Covid 19 related income | | | | 57296 |
| Grand Total | 11065 | 136197 | 147262 | 153047 |
| A2 Earned from charitable activities | | | | |
| GCC Nursery fees | 82560 | 0 | 82560 | 68830 |
| Parent fees | 5478 | 0 | 5478 | 2663 |
| Total | 88038 | 0 | 88038 | 71493 |
| A3 Earned from other activities | | | | |
| Fund raising activities | 733 | 0 | 733 | 3764 |
| Building hire | 0 | 0 | 0 | 645 |
| Total | 733 | 0 | 733 | 4409 |



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31/8/2021

5) Expenditure

| Expenditure on charitable activities | Unrestricted Funds | Restricted Funds | Total 2021 | Total 2020 |
|---------------------------------------|--------------------|------------------|---------------|---------------|
| Delivery of services | 25808 | 123308 | 149116 | 143949 |
| Nursery equipment and hot meals | 7437 | 5574 | 13011 | 6785 |
| Forest school and garden | 1638 | 1456 | 3094 | 1870 |
| Building operations | 17880 | 280 | 18160 | 10092 |
| Office & administration | 2930 | 19152 | 22082 | 19718 |
| Depreciation | 3044 | 0 | 3044 | 3273 |
| Governance* & Independent examination | 2079 | 0 | 2079 | 2310 |
| Total | 60816 | 149770 | 210586 | 187997 |

*Trustees received no remuneration and were not reimbursed for any of their expenses in the period.

6) Paid Employees:

| Average number of 'full time equivalent' employees in the year: | 2021 | 2020 |
|---|------|------|
| Fundraising | 1 | 1 |
| Administration | 1 | 1 |
| Charitable Activities | 8 | 8 |
| Governance | 0 | 0 |



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31/8/2021

7) Movements in Funds:

| | <u>Opening</u> | <u>Incoming</u> | <u>Outgoing</u> | <u>Transfer Of</u> | <u>At</u> |
|---------------------------|----------------|------------------|------------------|--------------------|------------------|
| | <u>£</u> | <u>Resources</u> | <u>Resources</u> | <u>Funds</u> | <u>31/8/2021</u> |
| | <u>£</u> | <u>£</u> | <u>£</u> | | <u>£</u> |
| Unrestricted Funds | 163691 | 101134 | 71174 | -9200 | 184451 |
| Designated Funds | 30800 | 0 | 0 | 9200 | 40000 |
| Restricted Funds | | | | | |
| Glos Disability Fund | 1500 | 0 | 1500 | | 0 |
| Cots District Council | 1456 | 0 | 1456 | | 0 |
| Glouc. Funders | 0 | 1500 | 325 | | 1175 |
| Glos. Comm Foundatn | 0 | 2730 | 1639 | | 1091 |
| St James Place | 0 | 15833 | 15833 | | 0 |
| RAF Brize Norton | 0 | 600 | 0 | | 600 |
| Barnwood Trust | 1000 | 1245 | 1000 | | 1245 |
| SHCJ | 0 | 22170 | 22170 | | 0 |
| Peter Lang Trust | 0 | 40000 | 40000 | | 0 |
| Children in Need | 5631 | 15351 | 17331 | | 3651 |
| Tesco | 1158 | 1000 | 1282 | | 876 |
| Global Make Noise | 0 | 20000 | 20000 | | 0 |
| Comic Relief Com Fnd. | 0 | 2667 | 2667 | | 0 |
| CAF Resilience Fund | 0 | 12049 | 12049 | | 0 |
| Other - public | 2550 | 1052 | 1052 | | 2550 |
| Sub Total | 13295 | 136197 | 138304 | | 11188 |
| Covid 19 related | | | | | |
| Nat. Lottery Com Fund | 9248 | 0 | 9248 | | 0 |
| CinNeed Booster | 1514 | 0 | 1514 | | 0 |
| Others | 704 | 0 | 704 | | 0 |
| Total Restricted | 24761 | 136197 | 149770 | | 11188 |
| Total Funds | 186067 | 237331 | 220944 | 0 | 235639 |



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

Designated Reserves:

The Trustees have continued to review areas of the Charity's operations and aligned with its strategic analysis; Centre Development Plan and Risk Register, have decided to identify the following areas of operations that should be defined as Designated Reserves.

- £22,000 to be ring fenced as a Staff redundancy liability provision as at 1/9/2022 - should the charity be forced to close.
- £5,000 to facilitate a sector relevant "Quality Assurance" accreditation
- £5,000 to undertake/ complete both a finance system upgrade and completion of the HR and Health and Safety review
- £7,000 to improve our PR; Marketing and internet based communications and public reach (web site and enhanced social media capability)
- £1000 install fully accessible ramp to further improve disability access to the Centre

8) Tangible Fixed Assets

| | <u>Land & Buildings</u> | <u>Fixtures & Fittings etc.</u> | <u>Total</u> |
|---------------------------------|---------------------------------|---|--------------|
| <u>Cost</u> | £ | £ | £ |
| At 1st Sept 2020 | 129405 | 12110 | 141515 |
| Additions in Year | 0 | 0 | 0 |
| Disposals | 0 | 0 | 0 |
| At 31 st August 2021 | 129405 | 12110 | 141515 |
| <u>Depreciation</u> | | | |
| Balance brought forward | 13602 | 8471 | 22073 |
| Charge for the Year | 2316 | 728 | 3044 |
| Disposals | 0 | 0 | 0 |
| At 31 st August 2021 | 13602 | 8471 | 22073 |
| <u>Net Book Value</u> | | | |
| At 31 st August 2021 | 113487 | 2911 | 116398 |
| At 31st August 2020 | 115803 | 3639 | 119442 |

9) Taxation:

As a charity, Cirencester Opportunity Group Limited is exempt from tax on income and gains falling within the Section 47 of the Corporation Tax Act 2010 to the extent these are applied to its charitable objections.



Full Financial Report 1/9/20 to 31/8/21

Cirencester Opportunity Group Limited (A company limited by guarantee and not having share capital)
Trustees Report For the year ended 31/8/2021

| 10) Creditors: | <u>2021</u> | <u>2020</u> |
|-------------------|--------------|--------------|
| | £ | £ |
| Income in advance | 21269 | 36923 |
| Accruals | 8064 | 3969 |
| Total | 29333 | 40892 |

11) Capital Commitments

The company had no known capital commitments at the balance sheet date.

12) Contingent Liabilities

There were no known contingent liabilities at the balance sheet date.

13) Government Grants:

The following income was received from government bodies during the year

| | 2021 | 2020 |
|--|-------|-------|
| | £ | £ |
| Gloucester County Council - Nursery Grant | 82560 | 68830 |
| Cirencester Town Council | 500 | 0 |
| Cotswold District Council – Water Play; Forest School & Play therapy | | 4750 |
| Cotswold District Council – Covid Discretionary Grant Fund | | 25000 |
| Cotswold District Council – Covid food | | 320 |
| HMRC CJRS | | 13264 |