



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st September 2019 Period start date to 31st August 2020
Period end date

Charity name: Ladybird Playgroup and Pre-School

Charity registration number: 1162435

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the Ladybird Playgroup and Preschool Charity is to work for public benefit. There objects are to develop and enable the development and education of all children and young people accessing the service.
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	To provide an early year setting for children to be able to learn is a safe environment and in a safe way.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes, all the Trustees have read the guidance issued by the Charities 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 Charity has been able to work providing a valuable and inclusive service to children and the young people in an exceedingly difficult year. The support the staff and committee have given to the families by enabling the service to remain open for those families and children of keyworkers.</p> <p>We have continued to support families throughout lockdown, by either remaining open for keyworker families or offering and producing activities and educational opportunities for those families who remained at home.</p> <p>The staff team have been amazing and with the support from the committee / trustees have continued to support all the families and children during these unprecedented times.</p> <p>The charity has also been able to support the local primary school with facilitating a Breakfast Club (within government guidance and restrictions) which enables wrap around care and enabling parents to be able to return to their place of work.</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	<p>The Charity has been supported through a financially challenging year with extra funding from the Local Authorities - Early Years Team. As well as utilizing the Government Furlough Scheme</p> <p>We also secured an additional £10,000 discretionary funding grant.</p> <p>We lost several income streams firstly from not being able to operate the Breakfast Club (due to government restrictions) for Thriplow Primary School and secondly from being closed, reduced numbers of children attending Ladybird Playgroup and preschool due again to the unprecedented times.</p> <p>The committee / trustees have been unable to undertake direct fundraising events during the pandemic, but thankfully due to an extremely high admission the previous year we had a £14,000 surplus.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Reserves fall into 3 categories:</p> <p>1. Unrestricted Funds (cover staff costs and those of administration and support without which Ladybird could not operate.)</p> <p>2. Restricted funds, (donations and grants for a specific purpose)</p> <p>3. Designated Funds (amounts specifically excluded from being used to meet the day-to-day running costs of Ladybird. Sums raised through fundraising activities fall into this category)</p>
Amount of reserves held	Para 1.22	£80K
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	Ladybird Playgroup and Preschool is currently in a healthy position and will continue to operate

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:		The Charities Trustees consists of 9 people, whom have or had a child at Ladybird Play Group and Preschool. They come from all walks of life to come together for the benefit of the charity to ensure its integrity and success.
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	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Prior to the AGM information is shared and emailed out asking any interested parties to attend the AGM and to be nominated and seconded to join the Ladybird Playgroup Charity as committee members. Trustees are nominated and elected into post.



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	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Ladybird Playgroup and Pre-School
Other name the charity uses	Ladybird Playgroup
Registered charity number	1162435
Charity's principal address	School Lane Thriplow SG8 7RH

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	Sarah Wells	Chairperson		
2	Meghan Bonner	Treasurer		
3	Kate Noble	Secretary		
4	Tracey Dervish	Policies		
5	Ann Robertson	Fundraising		
6	Anja Kothari	Trustee		
7	Caroline Short	Trustee		
8	Sharon McGinty	Playgroup Leader		
9	Michelle Fairweather	Playgroup Deputy Leader		
10				

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

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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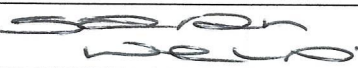
Other optional information


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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	 WELD	
Position (eg Secretary, Chair, etc)	Chair	

Date 

Ladybird Playgroup Thriplow

Charity Number -1162435

Income and Expenditure

Accounts

for the period ended

31 August 2020

Ladybird Playgroup Thriplow

Income and Expenditure Account for the period ended 31 August 2020

	£
Opening Balances	
Lloyds Current Account	22496.23
Fundraising Account	19988.48
Current Account	50332.83
Savings Account	21660.66
CBS Ring Fence Account	0
Petty Cash	1171.86
Debtors	0
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	115650.06
Less Creditors	0
PAYE	-1674.88
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	113975.18
Plus Surplus for the period	14785.29
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	128760.47
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Closing Balances	
Lloyds Current Account	188.58
Fundraising Account	0
Current Account	85781.43
Fundraising Account	21124.41
Savings Account	21833.95
CBS Ring Fence Account	0
Petty Cash	1171.86
Debtors	0
	<hr/>
	130100.23
Less Creditors	0
VAT	0
Less PAYE Creditor	-1339.76
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	128760.47
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Ladybird Playgroup Thriplow

Income and Expenditure Account for the period ended 31 August 2020

		£	£
Income	Fees		
	Cambs County Council	74088.28	
	Other	19792.48	
			93880.76
	Fundraising		
	Bags2school	0	
	Christmas Cards	-696.4	
	Xmas Fayre	0	
	Daffodil	0	
	Photographer	0	
	DVDs	-6.49	
	Tea Towels	617.89	
	Treasure hunt	391.2	
	Uniform	10	
	Other	31.32	
	Sundries	0	
	Yellow Moon	0	
			347.52
	Donations		580.01
	Just giving		227.73
	Grant Received		10000
	Furlough claims		9932.86
	Sundries		2850.9
	Sales		3202
	Breakfast club		4553
	Refunds		0
	Registration Fees		20
	Interest Received		173.29
Total Income			125768.07

Ladybird Playgroup Thriplow

Income and Expenditure Account for the period ended 31 August 2020

	£	£
Expenditure		
Staff Wages and NIC		82477.64
Pension		3930.83
Payroll Service Costs		726.3
Casual Staff		0
Staff Travel Costs		0
Staff costs		636
Accountancy		300
Staff Training		4473.25
Snacks		360.79
Staff gifts		1325.4
Capital Equipment		732.92
Outings		0
First Aid		81.92
First Aid Course		0
Insurance		818.36
Electricity		0
Stationery		1421.92
Play and Craft Materials		1122.23
Play Equipment		1627.93
Adverts		132.54
Extra Curricular Activities		475
Leaving Gifts and Party		185.53
Committee Expenses		0
Telephone		1033.09
Thriplow Quarterly Charge		2375
Internet Domain		0
Maintenance and Repairs		1035.18
Quickbooks		276
Subscriptions and Memberships		579.05
Cleaning		1773.07
Legal fees		2628
Vouchers		140
PPL		0
Breakfast Club Expenses		26.26
Uncategorised		233.57
Sundry Expenses		55
Total Expenditure		<u>110982.78</u>
Surplus Income over Expenditure		<u>14785.29</u>



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Ladybird Playgroup Thriplow

**On accounts for the year
ended**

31 August 2020

**Charity no
(if any)**

1162435

Set out on pages

Pages 1 – 4

(remember to include the page numbers of additional sheets)

**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 (other than that disclosed below *)

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.

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

Signed:

AWD Taylor & Co.

Date:

26/05/2021

Name:

Adrian Winter FCCA – Taylor & Co

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

Association of Chartered Certified Accountants - ACCA

Address: Taylor & Co - The Sycamores, 43 Kneesworth Street
Royston, Herts
SG8 5AB

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.