



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/04/2022 **Period start date To 31/03/2023**

Period end date

Charity name: Earlybirds Playgroup

Charity registration number: 1165010

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The object of the CIO is to promote and facilitate the care, education, and wellbeing</p> <p>of young children under compulsory school</p> <p>age within the Gloucestershire Local Authority and surrounding areas.</p> <p>Our objective is that through play, a learning rich environment and appropriate adult interventions and support, children will be able to reach their maximum potential and are secure in their early learning as outlined in Development Matters, the government's curriculum guidance for the Early Years Foundation Stage. Earlybirds embrace imagination, creativity, independent</p> <p>decision-making and child-led learning. The</p> <p>focus is very much on providing a safe, caring and welcoming environment in order to allow the development of self-confidence,</p>

		<p>independence, and social skills</p> <p>and being good communicators so that each child can thrive and be prepared for</p> <p>the transition to primary school. We are currently working through our Curiosity Approach accreditation.</p>
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>Earlybirds currently operates during school hours of 9am to 3pm Monday to Friday during</p> <p>term time and is the only playgroup operating in the Ruspidge/Buckshaft area.</p> <p>The lack of local transport means that it is</p> <p>the only setting accessible to many parents and carers in the vicinity.</p> <p>Earlybirds receive funding from the Local</p> <p>Authority for up to a maximum of 30 hours</p> <p>per week for 3-year-olds. Funding is also</p> <p>available for 2-year-old children who meet</p> <p>certain criteria. For those children not eligible for funding or who require additional hours, the fees are kept below</p> <p>GCC funding rates. Trustees recognise that</p> <p>Cinderford is an economically deprived area and we try to keep fees as low as possible so that it can remain accessible. In order for Earlybirds to cover running costs trustees and staff also arrange fundraising activities, which we are lucky enough to be able to arrange a few events to allow</p>

		<p>parents and carers into the setting.</p> <p>Activities provided are led by the children's</p> <p>interest which include, but not limited to,</p> <p>outdoor play, cooking and arts & crafts.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Trustees are aware of the guidance issued</p> <p>by the charity commission on public benefit and have had due regard in relation</p> <p>to this.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>Earlybirds playgroup is lucky to have been supported throughout the year by a number of parents, carers, and volunteers who have given their time and expertise free of charge.</p> <p>The playgroup welcomes a small number of volunteers in to the setting.</p>

		The trustees meet every half term formally or informally to help support the setting.
Other		N/A

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>We continue to be able to provide local families with a safe, secure and nurturing setting for their 2, 3 and 4 year olds. Some of our parents/carers would not have access to a provision if we were not available for them.</p> <p>We are working towards our Curiosity Approach accreditation to support our values and the way we nurture the children we support.</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>Earlybirds continue to be in a stronger financial position than the previous year. We have continued to set budgets and reports on the finances at each trustee meeting. As a result we have been able to further enhance our reserves fund slightly as set out in our Reserves Policy.</p> <p>A separate Fundraising account remains open so that all monies that have been fundraised from parents, carers and the general public can be separated and used purely for resources that will benefit the children will enjoy. We can then demonstrate to parents and carers how their generosity is being enjoyed by the children at Earlybirds.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>A reserves policy is in place. This will cover the cost of any unforeseen major works to the building as well enable us to fulfil our redundancy obligations to staff if the setting ever had to close.</p>
Amount of reserves held	Para 1.22	£48,675
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	N/A

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	<p>The primary source of funds is the funding for childcare from the Local Authority.</p> <p>The playgroup has held a Christmas fair this year to raise money for valuable resources.</p>
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	The principal risk facing Earlybirds financially would be that children do not join the setting. This is a risk every year but due to the positive reputation, communication, and good advertising, luckily this has not been an issue as yet.
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	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	<p>The setting has an application form for trustees. Potential trustees are invited to</p> <p>attend a meeting to see if they would be</p> <p>willing to commit and to meet the trustees.</p> <p>Trustees are normally elected at an AGM,</p> <p>However, if the need arises, trustees can be</p> <p>elected as part of a meeting, and the potential</p> <p>trustee is elected by the board of trustees for a period of one year.</p> <p>Key roles - Chair, Vice-Chair etc are agreed</p> <p>at each AGM unless a vacancy arises.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	

The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Earlybirds Playgroup
Other name the charity uses	
Registered charity number	1165010
Charity's principal address	Earlybirds Playgroup Buckshaft Road Cinderford GL14 3DL

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	Rhi Trillo			
	2	Hannah Tufnell			
	3	Sarah Jones			
	4	Matt Bishop			
	5	Jodie Bishop			
	6	Margaret Hewis			
	7	Sally Reader		November 2022	
	8				
	9				
	10				
	11				
	12				
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				

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
	Accountant	SA Accountancy	5 Victoria Street, Cinderford, GL14 2ET

	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)	H M Tufnell	
	Full name(s)	Hannah Tufnell	
	Position (eg Secretary, Chair, etc)	Treasurer	
	Date	27/01/2024	

Financial Statements for the year ended

31 March 2023

for

Early Birds

Early Birds

Contents of the Financial Statements for the year ended 31 March 2023

	Page
General Information	1
Accountants' Report and Client Approval Certificate	2
Income and Expenditure Account	3

Early Birds

General Information
for the year ended 31 March 2023

ADDRESS:

Early Birds Playgroup
Buckshaft Road
Cinderford
Gloucestershire
GL14 3DL

ACCOUNTANTS:

SA Accountancy
5 Victoria Street
Cinderford
Gloucestershire
GL14 2ET

Financial Statements

for the year ended 31 March 2023

Accountants' Report to

Early Birds

In accordance with instructions given to us we have carried out a full examination of the records, bank statements and invoices provided to us and certify that the attached financial statements be a true and accurate record of the transactions of the Early Birds Accounts.

SA Accountancy
5 Victoria Street
Cinderford
Gloucestershire
GL14 2ET

Date:

Client Approval Certificate

We approve the financial statements and confirm that we have made available all relevant records and information for their preparation.

.....
On behalf of Early Birds

Date:

Early BirdsIncome and Expenditure Account
for the year ended 31 March 2023

	31.03.23		01.09.21 to 31.03.22
	£	£	£
Gross receipts			
Fees		6,763	5,493
Grants		92,740	40,964
Fund raising		1,763	90
Sundries		2,132	170
Donations		-	200
Interest received		73	2
		<hr/>	<hr/>
TOTAL INCOME		103,471	46,919
Expenditure			
Pupil premium	3,340	-	
Resources and equipment	5,262	8,289	
Premises expenses	3,766	5,234	
Rates	2,311	2,641	
Salaries and HMRC	74,415	34,183	
Computer expenses	178	-	
Printing	2,262	-	
Subscriptions	1,178	-	
Insurance	388	-	
Professional fees	-	1,200	
Training	553	250	
Sundry	-	216	
Petty cash	2,104	755	
	<hr/>	<hr/>	<hr/>
		95,757	52,768
EXCESS OF INCOME OVER EXPENDITURE		<u>7,714</u>	<u>(5,849)</u>
Balance at 01 April 2022	45,251	(01.09.21)	51,100
Balance at 31 March 2023	<u>52,965</u>	(31.03.22)	<u>45,251</u>
Current Account	4,109		11,609
Fundraising Account	181		39
Reserves Account	48,675		33,603
Petty cash	-		-
Total funds	<u>52,965</u>		<u>45,251</u>

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