



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st August 2022

Period start date

To 31st July 2023

Period end date

Charity name: Whitsers Pre-School Playgroup

Charity registration number: 1165455

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The playgroup aims to enhance the development and education of children under statutory school age. This is achieved by offering appropriate play and learning facilities while ensuring equal opportunities for all children, promoting the playgroup within the local community and adhering to the Pre-School Learning Alliance Code of practice.
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>Whitsers Pre-School Playgroup provides public benefit by:</p> <ul style="list-style-type: none">- Offering playgroup sessions for local children aged 2.5 – 4 years. Sessions are offered 5 mornings and 3 afternoons per week in term time.- Providing a caring, stimulating and fun environment for play, creative and learning activities, in accordance with the Early Years curriculum.- Organising occasional outings locally, and playgroup events.- Providing each family with a Key Worker, responsible for ensuring the child's welfare and recording their development.- Working closely with local schools to ensure a smooth transition. <p>The Playgroup is OFSTED registered, and employs five members of staff (part time). It is led by a playgroup leader, and two deputy playgroup leaders.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aim and objectives and in planning future activities.

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	The playgroup relies on volunteers to fulfil roles on the committee and organise fundraising, which is often key to the playgroup's financial survival.
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>This year the staff and committee have risen to the challenge of rising costs and the low cohort.</p> <p>Admissions: September 2022 opened with 17 children on the register, 6 of those were under 3. Year ended with 28 children attending, with 4 under 3.</p> <p>Children: We started the year Welcoming Ukrainian families to Whitsers and ensuring these families had the support and resources to help them settle quickly.</p> <p>The theme of Nursery Rhymes started us off, making magnetic fish, mice in pots and some wonderful wallboards, Halloween came, and we had a haunted house with a special door bell, played with dyed spaghetti and made potions and slime. Before we knew it the glitter was out and we were learning about Guy Fawkes, the children watched sparklers in the garden and had a real fire with marshmallows. The children also made a poppy wreath to put on the war memorial and held a minute silence. We woke up with deep snow on the morning of our annual visit to the Parish Church to learn the Nativity Story. Staff and children were all very excited to see the white stuff and when we arrived back to Whitsers, we had so much fun playing in the snow.</p> <p>Christmas artwork got to full swing, glitter and more glitter! The children made some fabulous decorations to put in their sacks and did a wonderful performance in our Nativity play and we even had the BBC filming it too. Large cameras and lighting but the Children were not fazed by this and did a fabulous performance.</p>

		<p>After our Christmas break, we celebrated Chinese New Year, the year of the rabbit, made a dragon's head to do some dragon dancing and we learnt the story of all the animals in the Chinese zodiac and our home corner was converted into a Chinese takeaway.</p> <p>The season of Love arrived and this gave us the opportunity to talk about our feelings and emotions, make some lovely Valentine's Day cards and be creative with hearts and the colours red and pink.</p> <p>Shrove Tuesday arrived the children ate pancakes with lemon and sugar for snack and we joined William Westley Primary School for a pancake day race on the lawn.</p> <p>In the Spring term we celebrated World Book Day with the children and staff bringing in their favourite books to share with the group. We celebrated Mother's Day and the children made tissue flowers, giving their mum's a daffodil plant they planted in the Autumn and cards. Our home corner was converted into a florist. Easter arrived and our annual Easter Egg hunt had to be cancelled due to heavy rain, but the children still enjoyed hunting for eggs in the playroom to put in the Easter baskets they had made.</p> <p>Summer Term was full of fun activities; we celebrated the King's Coronation, red, white and blue everywhere. We painted King Charles portraits, made crowns and made a card to send to Buckingham Palace. We also had our very own Coronation with our very own Archbishop of Canterbury (Sara) who helped us celebrate in style.</p> <p>During this term the children were busy harvesting and planting for potatoes, strawberries and peas for snack, we explored mini beasts and enjoyed lots of water play in the garden. The term flew by and it was time to say goodbye to our preschoolers. We had a trip to South Angle Farm, had a sports day on the village lawn and had a great party with Mr Marvel entertaining the children with a magic show, puppets and a foam and bubble disco.</p> <p>Fundraising:</p> <p>Fundraising events included two hampers, one for Christmas and one for Easter, a world cup sweepstake, scavenger hunt, carol singing, Nativity play, cake sale, Easter lunch and table top sale and café.</p> <p>Overall, this year we raised £ £3,407.82.</p>
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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	Total Reserves stand at £61,544. This is made up of £26,000 of standard reserves and an Administration Fund of £35,544
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Standard Reserves currently equate to approximately 39% of the charity's annual expenditure. Under the reserves policy, the target level of reserves is 25% of expenditure.
Amount of reserves held	Para 1.22	As above.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

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

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution of the Pre-School Learning Alliance.
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Charitable Incorporated Organisation (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	Trustees are elected annually at the Annual General Meeting.

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	Whitsers Pre-School Playgroup
Other name the charity uses	Whitsers
Registered charity number	1165455
Charity's principal address	Memorial Hall Mill Lane Whittlesford Cambridgeshire CB22 4NE

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	Jonathan Holtby	Chair		
2	Jessica Reeve	Secretary		
3	Kim Holtby	Treasurer		
4	Diane Thorburn	HR		
5	Kate Thorburn	Ofsted		
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7				
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17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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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)

	
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Full name(s)

Jonathan Holtby	Kim Holtby
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Position (eg Secretary,
Chair, etc)

Chair	Treasurer
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Date

11/06/24



CHARITY COMMISSION
FOR ENGLAND AND WALES

Whitsers Pre-School Playgroup

1165455

Receipts and payments accounts

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For the period
from

Period start date
01.08.2021

To

Period end date
31.07.2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	15,835	-	-	15,835	10,462
Goverment Funding	45,311	-	-	45,311	42,423
Donations and Fundraising	2,979	-	-	2,979	1,255
SSP				-	429
Milk Reimburshment				-	
Trips	164	-	-	164	738
Sub total (Gross income for AR)	64,289	-	-	64,289	55,307
A2 Asset and investment sales, (see table).					
Sub total	-	-	-	-	-
Total receipts	64,289	-	-	64,289	55,307
A3 Payments					
Salaries	52,645	-	-	52,645	49,035
HMRC	467	-	-	467	799
Pension Contributions	939	-	-	939	815
Rent	3,645	-	-	3,645	3,540
Uniform	318	-	-	318	105
Insurance	716	-	-	716	695
EYFS Memberships	337	-	-	337	283
Vodafone	198	-	-	198	170
Training	719	-	-	719	
Professional Fees	72	-	-	72	69
Milk (Plumbs)	221	-	-	221	182
Consumables (ESPO, TTS)	1,640	-	-	1,640	1,884
Petty Cash	272	-	-	272	100
Other Expenses	5,101	-	-	5,101	1,721
Sub total	67,290	-	-	67,290	59,398
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	67,290	-	-	67,290	59,398
Net of receipts/(payments)	- 3,001	-	-	- 3,001	- 4,091
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	64,545	-	-	64,545	
Cash funds this year end	61,544	-	-	61,544	- 4,091

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Co-operative Bank	61,514	-	-
	Cash Playgroup	-	-	-
	Cash Treasurer	30	-	-
	Total cash funds	61,544	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Whitsers Pre-School Playgroup

On accounts for the year
ended

31st July 2023

Charity no
(if any)

1165455

Set out on pages

Three

(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 in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the 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 applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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**

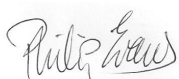
In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

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Signed:



Date: 10th June 2024

Name: Philip Evans

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

FCCA
Association of Chartered Certified Accountants (ACCA)

Address:

20 Church Street
Little Shelford
Cambridge CB22 5HG