



COMBERTON PLAYGROUP CIO ANNUAL REPORT

YEAR ENDING 31 AUGUST 2024

Registered Charity no: 1175029

Registered address: Green End, Comberton, Cambridge, CB23 7DY



Comberton Playgroup Trustees

Annual Report

Comberton Playgroup is a registered charity with Trustees elected in accordance with our Constitution. The Trustees are legally responsible for the overall management and decision making, along with the direction and performance of Comberton Playgroup.

On a day to day basis the playgroup is run by the Playgroup Management team, supported by all staff members.

We are required to ensure that the playgroup runs in accordance with our Constitution, within the law and to make major decisions jointly.

We are required to provide the Charity Commission with an Annual Report which is available to all parents/guardians attending the charity's Annual General Meeting and on request.

Trustees and Volunteers: 1st September 2023 – 31st August 2024

Chair of Trustees:	Gareth Lane (stepped down 3rd July 2024) Ruby Davies (from 4th July 2024)
Trustees:	Miranda Horvath David Newton (stepped down 28th Feb 2024) Ruby Davies Lynn Pettit

Playgroup Management Team: September 2023 – August 2024

(Reporting directly to the Management Committee)

Playgroup Leader & Senior Room Leader:	Rachel Lowing
Deputy Playgroup Leader:	Julia Chandler
Senior Room Leader:	Emma Smith (to July 24)

Comberton Playgroup: Our objectives

The aim of the playgroup is to enhance the development and education of children under statutory school age by encouraging parents/guardians to understand and provide for the needs of their children through community groups and by:

1. **PROVISION** – offering play facilities for the development and education through different activities/education for different age groups, including Fun for Ones and Twos, and Playgroup for age 2 years to 5 years, with advanced activities for children in their last year before attending primary school.
2. **CHILDREN & COMMUNITY** – encouraging the study of needs of the individual children in their development and education, and to give additional support to the children and parents, when required. This includes the promotion of public interest in, and the recognition of such needs in the local areas, with the aim to be accessible to children and families from the local community, regardless of race, culture, religion or means.
3. **POLICIES & ENVIRONMENT** – creating an environment in which children are safe from abuse, and in which suspicion of abuse is promptly and appropriately responded to according to the playgroup's Child Protection Policy.

These objectives are in line with the constitutional objectives of the CIO:

The charity works for the public benefit having as its objectives the development and education of children and young people in particular by:

1. Promoting their care and safety;
2. Promoting their education and promoting parental involvement;
3. Promoting their health and wellbeing;
4. Providing services to support them and their families and carers;
5. Providing services to individuals holding membership of the CIO; and
6. Furthering the aims of the Pre-school Learning Alliance.

Comberton Playgroup: The last 12 months

Children

There were more children of all ages attending playgroup this year; with 65 children on roll throughout the summer term and all three playgroup rooms opened in the afternoon.

Outdoor Explorer sessions and PE lessons debuted in the Autumn term and continue to help enrich learning and development within the current curriculum.

The annual Nativity was a great success and remains a firm parent favourite, enjoyed by all.

Staffing

We were pleased to welcome Eileen Cahill and Ann Simpson to the playgroup team in April 2024, with Rebecca Tarring and Purnima Nishanth also commencing roles within the playgroup team from June 2024.

Emma Smith stepped down as Senior Room Leader in July 2024, but continues to stay on in her role as Early Years Practitioner.

Laura Anderton left in July 2024. We thank Laura for her commitment to playgroup over the last year.

Fundraising

Fundraising activities have returned to normal with successful Christmas, Easter, and Summer BBQ events.

Finances

The year's accounts are appended to this report and as can be seen there was a surplus of £5,368 this year. This will be retained for future capital expenditure. The lease was agreed and renewed in March 2024 with costs covering the one-off expenses of lease renewal and backdated rent from 28th September 2018 absorbed within this financial year.

Due to the proportion of income which comes from grant-funded hours the trustees' ability to influence the amount of income through the level at which fees are set remains limited. The trustees continue to monitor the impact of this but actively seek to avoid any 'add on' fees/contributions being charged.

Comberton Playgroup: The last 12 months

Premises

No major works to the buildings were undertaken during the year. A new rubber mulch surface was laid in the playground, and on-going general repairs undertaken as needed to ensure the building was maintained in line within the lease requirements.

As noted previously, talks with the Diocese regarding the lease were successfully concluded; with the lease renewal agreed in March 2024 for a further 5 years.

Provision

Holiday club and late leavers continued to be popular and well used. Messy play sessions became busier, with children attending from a variety of local areas.

Permission was granted by the Parish council for a Forest school space within the wooded area at the Comberton recreation ground. Forest school will be piloted from September 2024 with preschooler groups - this initiative has been very well received by parents.

Summary

Comberton Playgroup has had a successful year with the staff continuing to provide a high quality, safe, educational setting for children under the expert management of Playgroup Leader, Rachel Lowing.

We would like to thank all of the playgroup staff for their hard work and continued dedication in the day-to-day running of the playgroup, as well as organising the annual fundraising events, which the children and families enjoy so much. All do a remarkable job, and their dedication ensures that we are able to provide a safe, friendly and much needed community facility for Comberton and the surrounding villages.

We would also like to extend our thanks to all the parents, grandparents, carers, children and community members for their support throughout the year, and continued support of our fundraising activities and social events.

We welcome any suggestions from parents, grandparents, carers and others if there are ways in which you feel we can improve our service in the future. The more voices we have, the more representative the playgroup can be for the local community.

Comberton Playgroup: Looking forward

Playgroup is thriving and we are already planning ahead for the future. Here are some of the initiatives the playgroup team and CIO are looking to work towards over the next year and beyond - we are excited to get going!

Forest School

Further develop and expand Forest school to benefit more playgroup children.

Sensory garden

Transform the current garden space into a 'sensory garden' to stimulate the senses, enabling children to interact and help make sense of the world around them.

Dynamic outdoor classrooms

Create a series of outdoor classroom spaces to enable learning to move from an indoor setting to the outdoors.

Playground update

Re-develop the current playground area to allow children to play and explore more extensively.

Building upgrades

Open up the main rooms for improved communication, upgrade the external doors and refresh the washroom facilities. Create additional storage and a Manager's office to allow for more practical administration.

Comberton Playgroup is a charitable organisation and relies on volunteer trustees to be able to keep the playgroup doors open for all. We desperately need further support with both fundraising and management committee roles to ensure that the playgroup is able to continue to provide its services to the local community. No previous experience is necessary. If you would like to help or get involved please speak to Rachel or get in touch: chair.combertonplaygroup@gmail.com



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Comberton Playgroup CIO

On accounts for the year
ended

31 August 2024

Charity no
(if any)

1175029

Set out on pages

8-9

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2024.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

2nd June 2025

Name:

Christopher Dougherty

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

Fellow of the Institute of Chartered Accountants in England and Wales

Address:

Lakin Rose Limited

Cambridge House, Camboro Business Park, Girton

Cambridge, CB3 0QH



CHARITY COMMISSION
FOR ENGLAND AND WALES

Comberton Playgroup CIO

Charity number
1175029

CC16a

Receipts and payments accounts

For the period
from

Period start date
1 September 2023

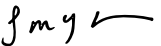
To

Period end date
31 August 2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Fees	104,985	-	-	104,985	77,732
Grants	134,837	-	-	134,837	121,835
Interest receivable	507	-	-	507	70
Donations and gifts	-	-	-	-	267
Sub total (Gross income for AR)	240,329	-	-	240,329	199,904
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	240,329	-	-	240,329	199,904
A3 Payments					
Wages and salaries	179,643	-	-	179,643	158,925
Teaching materials	2,211	-	-	2,211	1,539
Insurance	1,991	-	-	1,991	1,876
Water rates	1,168	-	-	1,168	1,473
Light and heat	8,772	-	-	8,772	7,335
Cleaning	2,666	-	-	2,666	1,948
Telephone and fax	744	-	-	744	407
Staff training	1,288	-	-	1,288	301
Legal and professional	6,629	-	-	6,629	334
Dues & subscriptions	1,386	-	-	1,386	1,115
Staff hospitality	424	-	-	424	522
Equipment expensed	15	-	-	15	283
Repairs and maintenance	7,846	-	-	7,846	854
Sundry expenses	2,449	-	-	2,449	1,480
Accountancy fees	2,413	-	-	2,413	1,687
Rates	216	-	-	216	205
Rent	15,073	-	-	15,073	-
Sub total	234,934	-	-	234,934	180,284
A4 Asset and investment purchases, (see table)					
Computer	27	-	-	27	160
	-	-	-	-	-
Sub total	27	-	-	27	160
Total payments	234,961	-	-	234,961	180,444
Net of receipts/(payments)	5,368	-	-	5,368	19,460
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	106,744	-	-	106,744	87,284
Cash funds this year end	112,112	-	-	112,112	106,744

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	Current account	78,629	-	-
	Building Society account	33,323	-	-
	Petty cash	160	-	-
			-	-
	Total cash funds	112,112	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Trade debtors	14,228	-	-
	Prepayments	1,042	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Computer equipment		187	117
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Trade creditors	Unrestricted	-	
	Accruals	Unrestricted	1,200	
	Deferred income	Unrestricted	24,590	
	PAYE / National Insurance	Unrestricted	3,995	
		-		
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Suzy Koo	02/06/25	