

WENVOE PLAYGROUP CIO

England & Wales · Charity number 1179164

Details

Status Registered

Legal form CIO

Registered 2018-07-12

Register [View on the Charity Commission register](#)

Contact

Address Wenvoe Village Hall
Station Road West
Wenvoe
Cardiff
CF5 6AG

Phone 07859907976

Email wenvoeplaygroup@btinternet.com

Website www.wenvoeplaygroup.co.uk

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN IN WALES, FOR THE PUBLIC BENEFIT, BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THEIR NEEDS THROUGH HIGH QUALITY CHILDCARE PROVISION.

Activities: Provide affordable childcare to the local community for children ages 2 years and 4 months to 5 years old. The playgroup gives children the opportunity to learn through play, socialise with other children and help parents by supporting childcare needs alongside our local school. To also provide breakfast care for those up to the age of 7 years inclusive.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Vale Of Glamorgan

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£97,600	£101,398	-	-
2024-08-31	£105,798	£104,215	-	-
2023-08-31	£99,422	£103,880	-	-
2022-08-31	£98,000	£97,000	-	-
2021-08-31	£83,453	£82,988	-	-
2020-08-31	£78,128	£74,268	-	-

Trustees

Name	Role	Appointed
Amanda Wightman		2025-04-30
Helen Hughes		2025-04-30
Louise Williams		2019-11-25

WENVOE PLAYGROUP CIO

England & Wales - Charity number 1179164

Accounts

AGM REPORT

Reflecting on the year - September 2024 – August 2025

In September 2024, Gwenfo Nursery closed their morning session and opened afternoon session only, due to what we were told was a low birth rate. This enabled Playgroup to offer the morning session and support the wrap across to the afternoon session at nursery.

This had an impact on our afternoon care and we continued with one child all day in hope sessions would pick up. We eventually had two children in our care all day late Autumn, until one went to nursery for the afternoon of Jan 2025. It was a difficult year and we had to dip into our coffers to support both afternoon sessions. By April, more children joined us as afternoons opened slowly at the nursery, however, we lost money yet again!

In September we started pick up from Early Risers breakfast club. Only 2 children required this service. One child made use of an 08:30am start in Playgroup which proved costly, as staff came in at 08:15am to offer this. As we have to have two staff on site at all times with Paediatric First Aid, this was cancelled in July 2025.

Successful fundraising events were held throughout the year of 24-25, with the Spectacular Summer Bounce being the most successful.

In-house Christmas and Easter Concerts were well supported by families and extended families.

The group were successful in March 2025, with a grant from the Early Years Childcare Capital Grant, to uplift the children's bathroom sinks for health and safety.

For April 2025, the Welsh Government recognised the need to raise fees for those receiving 30 Hour Childcare Offer. This was most welcome and much needed after a three-year review. Feedback was given suggesting smaller annual increase, due to the impact it had on the huge price rise for all.

In April 2025, NATWEST started charging for all transactions as our income had exceeded £100,000

It was decided not to change banks again, as in the previous 3 changes, the banks introduce charges.

We had to pay for our waste removal moving forward from Sept 2024. Estimated costs £120 a year.

We have many volunteers in the community who support the group and would like to thank them all, especially Darren for keeping our website up to date.

Moving forward:

We will continue to fundraise in-house and continue to assess our fees on a need basis, to ensure they reflect daily operational costs, rather than relying on fundraising. Fees will be going up in 2026. We also hope that our number of committee members will rise, by encouraging more families to join us.

Moving forward, we MUST charge fees suitable for our sustainability, without the need to rely on fundraising. We need to reflect constantly on our operation, to ensure Playgroup continues to operate in the future, supporting all those in and around our community.

Numbers are still low for the afternoon sessions, so these need to be monitored moving forward. It is mainly due to nursery controlling am or pm sessions and we have to fit in. We understand they have a budget to manage; however, it is not helping us. We originally had 10 to 12 children on our waiting list for April 2026. However, we have an average of 4 staying with us from 1pm. We have continuing children for September 2026, however; need to seriously consider the extended hours from 1pm until 3:15pm to become financially viable moving forward.

Aileen

Wenvoe Playgroup - Year ending 31 August 2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WENVOE PLAYGROUP

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 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.

In connection with my examination, no matter has come to my attention.

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 2011 Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of 2011 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.

SIGNED



Tanya Drew
INDEPENDENT EXAMINER

Wenvoe Playgroup - Year ending 31 August 2025

Notes

1. Income this year is again over the £25K threshold and therefore the Charities Commission require that, within 10 months of the charity's financial year end, the Trustees of the playgroup send them a set of accounts when you file your annual return.

The accounts must include:

- (i) A formal statement of accounts
- (ii) Trustee's Annual Report
- (iii) Independent examination report

Details of what is needed, deadlines and how to submit can be found on the Charities Commission website.

2. The income level at around £97K per annum which is insufficient to cover the ongoing costs of around £101K per annum. The loss £3,797.69 this annum is partly due to increase in costs. The bank balance is £8.7K as at the end of August 2025.

Wennoe Playgroup - Year ending 31 August 2025

SUMMARY CASHBOOK 2024-25

	Post														
	TOTAL	Expenditure	Insurance	Salaries	Rent	Milk	NIC/TAX	Equipment	Telephone	Cleaning/ Stationery	Staff/DBS/Training	Professor/Smart Uniform/MIPensions	Purchases	Grant	Bank
Autumn	27,970.93			21,607.04	3,372.50	102.00	936.77	190.25	70.60	65.00	188.42	617.14	821.21		
Spring	41,770.33		594.19	26,155.41	3,196.00	124.00	1,275.55	9.00	242.30	135.40	107.40	820.05	705.05	593.84	7,783.26
Summer	31,657.14			24,921.09	2,242.00	89.00	2,674.51	20.06	23.41	35.96	32.00	195.06	714.52	413.84	85.69
Total 2024-25	101,398.40	594.19	72,683.54	8,910.50	315.00	4,886.83	29.06	665.96	241.96	204.40	1,203.53	2,036.71	1,828.89	7,783.26	114.57
Total 2023-24	108,204.08	575.39	74,893.49	9,023.50	342.84	415.51	248.03	550.42	282.74	219.20	588.78	1,747.21	1,508.97	17,808.00	-

	TOTAL	Income	Voucher Fees	Grants	Milk Rebates	Commissi	Fundraising
Autumn	32,620.34		24,202.08	7,783.26	102.00		533.00
Spring	31,705.11		30,903.83		124.00		677.28
Summer	33,275.26		32,361.57		89.00		687.69
Total 2024-25	97,600.71	87,467.48	7,783.26	315.00	137.00	1,897.97	
Total 2023-24	105,798.26	84,522.00	17,808.00	342.84	89.00	3,037.42	

Voucher & cash fees Vale of Ginnogan

Wenroe Playgroup - Year ending 31 August 2025

INCOME AND EXPENDITURE ACCOUNT

EXPENDITURE		INCOME	
	£		£
Salaries	72,683.54	Fee Income	87,467.48
NIC/Tax	4,886.83	Vale of Glamorgan	7,783.26
Rent	8,810.50	Grants	1,897.97
Milk	315.00	JRS	137.00
Cost	315.00	Fundraising	
Rebate	315.00	Misc	
		Donations	
Equipment			
Telephone	29.06		
Stationery/Cleaning	665.96		
Training	241.96		
Insurance	204.40		
Professional/Uniform/Misc	594.19		
Pensions	1,203.53		
Purchases	2,036.71		
Grant Expenditure	1,828.89		
Bank charges	7,783.26		
	114.57		
Total	101,083.40		
		Loss expenditure over income	3,797.69
			101,083.40

MOVEMENT IN CASH OVER THE YEAR

Opening bank statements as at 01.09.2024	£	£
Less: costs in cashbook 2023-2024 but clearing bank 2024-25		12,502.04
Cash outflow 2024-25 per cash book (expenditure over income)		3,797.69
Plus: Costs through cashbook 2023-24 but still to clear the bank		
Cheque:		
Cash Fees uncleared as at 31.08.25		
Closing bank statement as at 31.08.25		8,704.35
Bank account balance		

Treasurer



WENVOE PLAYGROUP CIO

England & Wales - Charity number 1179164

Accounts



Annual General Meeting of Wenvoe Playgroup CIO

Wednesday 9th February 2024 (18.30 – 19:10)

Held at Wenvoe Village Hall, (Playroom).

Present: Helen Clarke (HC), Louise Williams (LW), Sandra Morgan (SM), Kim Morgan (KM), Robyn Hockey (RH), Helen Hughes (HH), Lauren Lloyd (LL)

Apologies:

MINUTES

Welcome. RH has welcomed everyone.

Approve Minutes from 2022-2023 AGM

No adjustments – copy signed by RH.

Chairman's/RI's Report

In summary, RH discussed the need for more parental support for fundraising and with the committee. A new secretary is needed as RH is currently covering two roles. Fundraising events over the last year have been successful with more events planned for the year ahead (Medium Night, Easter Concert, Christmas Fayre, Autumn/Winter event to be discussed). LW confirmed that playgroup ended the financial year with a small loss however this will balance out once money owed for maternity pay from HMRC is returned.

Grants offered provided a new external notice board and a soft surface replacing the concrete area in the rear garden.

Russell Godfrey gave notice of his intention to step down as Chairman and RI once SM accepted as RI due to his work commitments.

Decision was made to cancel Breakfast Club from Sept 2023 due to low numbers and no longer being financially viable with the school offering their own breakfast club provision.

Two new members of staff joined the team this year.

Thanks given to Darren Bellamy, Ian & Sam Oakley for their support to the group providing free website maintenance and free fruit.

Treasurer's Report

Income for the last year was £99,422.33 with outgoings totalling £103,880.93 leaving a small loss of £4,458.60. Maternity pay due back from HMRC of just under £3,000 will come back in April 2024. More fundraising needed and meeting to be called in near future to discuss finances and projected income.

Election of Officers

No new election of officers. RH, LW, HC and SM to remain in their positions. RH is covering secretary role until a new committee member volunteers.

Election of Trustees

No new Trustees elected.


Questions from the Floor

- What should we do about the Christmas Fayre and dwindling numbers/sales for stallholders. Discussion to be had re separating the Santa's Grotto and Seller's Market to separate days as they appeal to two different markets.
- What is meant by Playgroup being a charity? SM & LW explained Wenvoe Playgroup are not for profit and funds are raised via fees, fundraising and grants. Any profit made is put back into the playgroup.

Any Other Business

Discussed poor turn out, meeting was moved from Dec to Feb to try and catch parents at a less busy time. Meeting must be called within 14 months of previous AGM. Next years meeting to be moved to end of March to see if lighter evenings make a difference with attendance. Parents in attendance suggested others didn't come as they were worried they'd be signed up for fundraising events/onto the committee, they will speak to other parents to confirm this isn't the case and promote attendance and support for future meetings.

Parent Whats App group discussed, not all parents are aware of it. SM to send slip asking parents if they'd like to join. RH to become Admin for parent whats app group and relay any messages from Playgroup and add parents wanting to join.



AGM REPORT September 2023 – August 2024

In the autumn of 2023, Russell resigned as RI and Sandra was employed once again as RI. Without an RI, playgroup cannot continue to operate. A committee is needed to support this registration and to operate as a charity, however, numbers are very low at this time. We need more families to come forward.

Successful fundraising events were held throughout the year of 23-24.

In-house Christmas and Easter Concerts were well supported. The committee held a Christmas Fayre December 2023, for all the community to attend. Father Christmas/Santa was most successful.

The group were successful in March 2024, with a grant from the Early Years Childcare Capital Grant, to extend the play area flooring at the rear of the group. This has added to a safe play area for the children.

HMRC were holding monies of just under £4,000 from our accounts this financial year. After, the whole of August 2024, phoning HMRC, the monies were finally released in the Autumn after making a complaint to HMRC. As this was a new financial year, the monies will not show in those attached.

We have endured 3 years of Minimum wage rise, April 23, 24 and now again in 2025, without raising fees until September 2024. The employer pension fees are rising. Charges are now placed on us from our pension providers. They started at zero and now cost up to £26.40 per month (£316.80 year).

A transition fee was introduced in January 2024, for all those using our wrap around *services*

One staff left at the end of July 2024 due to requiring more hours than we can offer (I'm glad to say, they have now returned).

We have many volunteers in the community who support the group and would like to thank them all, especially Darren for volunteering alongside Sandra in keeping our website up to date.

Late in the summer of 2024, school advised of Nursery closing the morning session from September 2024. Therefore; we tried to arrange pick up from the school breakfast for Nursery age children from September 2024. The breakfast club returned Sandra's call in August 2024 (summer break). Therefore; a rushed Statement of Purpose was put together in September. We agreed in July 2024 to try 08:30am opening for children. This hasn't worked to date (Feb 2025).


Moving forward:

We will continue to fundraise in-house and continue to assess our fees for 2025 to ensure they reflect daily operational costs, rather than relying on fundraising. Fees will be going up in 2025. We also hope that our committee members will rise, by encouraging more families to join us.

We have to pay for our waste removal moving forward from Sept 2024. Estimated costs £120 a year.

Welsh Government haven't raised its funding price per hour in the past 3 years. However, at the time of typing this, they have advised of an increase of £1.40 per hour.

Moving forward, we MUST charge fees suitable for our sustainability, without the need to rely on fundraising. We need to reflect constantly on our operation, to ensure Playgroup continues to operate in the future, supporting all those in and around our community.



Robyn Hockey
30/10/24

Wenvoe Playgroup - Year ending 31 August 2024

Notes

1. Income this year is again over the £25K threshold and therefore the Charities Commission require that, within 10 months of the charity's financial year end, the Trustees of the playgroup send them a set of accounts when you file your annual return.

The accounts must include:

- (i) A formal statement of accounts
- (ii) Trustee's Annual Report
- (iii) Independent examination report

Details of what is needed, deadlines and how to submit can be found on the Charities Commission website.

2. The income level at around £105K per annum is sufficient to cover the ongoing costs of around £104K per annum. The profit of £1,583.45 this annum is due to HMRC in refunding the maternity pay of £3,989.27. The bank balance is £12K as at the end of August 2024.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WENVOE PLAYGROUP

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 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.

In connection with my examination, no matter has come to my attention.

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 2011 Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of 2011 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.

SIGNED



Tanya Drew
INDEPENDENT EXAMINER

Wenroe Playgroup - Year ending 31 August 2024

INCOME AND EXPENDITURE ACCOUNT

	EXPENDITURE	INCOME	
	£	£	
Salaries	70,904.22	Fee Income	84,522.00
NIC/Tax	415.51	Vale of Glamorgan	
Rent	9,023.50	Grants	17,808.00
Milk	342.84	JRS	
	<u>342.84</u>	Fundraising	3,037.42
		Misc	88.00
		Donations	
Equipment			
Telephone	248.03		
Stationery	550.42		
Training	282.74		
Insurance	219.20		
Miscellaneous	575.39		
Pensions	588.78		
Purchases	1,747.21		
Grant Expenditure	1,508.97		
	17,808.00		
Total	<u>103,871.97</u>		
		Loss expenditure over Income	<u>-1,583.45</u>

MOVEMENT IN CASH OVER THE YEAR

Opening bank statements as at 01.09.2023	£	£
Less: costs in cashbook 2022-2023 but clearing bank 2023-24		10,918.59
Cash outflow 2023-24 per cash book (expenditure over Income)		-1,583.45
Plus: Costs through cashbook 2022-23 but still to clear the bank		
Cheque:		
Cash Fees unleared as at 31.08.24		
Closing bank statement as at 31.08.24		<u>12,502.04</u>
		Bank account balance

Wennoe Playgroup - Year ending 31 August 2024

SUMMARY CASHBOOK 2023-24

TOTAL	Expenditure	Insurance	Salaries	Rent	Milk	NIC/TAX	Equipment	Telephone	Stationery	Staff/DBS	Training	MISC	Smart Pensions	Grant Purchases	Grant Expenditure
Autumn	32,958.32		25,008.56	3,243.50	100.84	118.92	35.99	177.56	143.08	119.60	249.66	607.95	632.66	2,520.00	
Spring	45,866.54	575.39	24,537.79	3,424.00	136.00	143.01	138.85	182.89	86.39	86.60	231.68	566.93	469.01	15,288.00	
Summer	25,389.95		21,357.87	2,356.00	106.00	153.58	73.19	189.97	53.27	13.00	107.44	572.33	407.3	-	
Total 2023-24	104,214.81	575.39	70,904.22	9,023.50	342.84	415.51	248.03	550.42	282.74	219.20	588.78	1,747.21	1,508.97	17,808.00	
Total 2022-23	103,890.93	554.16	73,489.34	9,480.00	316.09	2,222.43	410.93	510.58	230.49	295.00	3,042.12	1,936.00	-	11,383.79	

TOTAL	Income	Voucher Fees	Grants	Milk Rebates	Commission	Fundraising
Autumn	28,714.86	24,815.00	2,520.00	100.84	88.00	1,191.02
Spring	53,148.56	36,123.00	15,288.00	136.00		1,601.56
Summer	23,934.84	23,584.00		106.00		244.84

TOTAL 2023-24	105,798.26	84,522.00	17,808.00	342.84	88.00	3,037.42
Total 2022-23	99,422.33	84,248.92	11,348.00	316.08		3,509.92

Voucher & cash fees

Value of Glamorgan

[Handwritten signature]
 Colwyn Mackey
~~30/08/25~~ 15/05/25

WENVOE PLAYGROUP CIO

England & Wales - Charity number 1179164

Accounts



**Wenvoe Playgroup CIO
Annual General Meeting**

Wednesday 7th February

6:30pm

Here in the Playroom

AGENDA

- Minutes of 2021/22
- Report on year 2022/23
 - Questions
- Election of Officers
- Any other business

AGM REPORT September 2022 – August 2023

Successful fundraising events were held throughout the year. In-house Christmas and Easter Concerts and individual photographs. The group held their annual Christmas Fayre & an evening event was open to the whole community. The Santa run was not the success that it was the first year, so we decided not to continue moving forward.

The group were successful in March 2023, to be offered a grant of just over £11,000 from the Early Years in the Vale of Glamorgan. This was to apply a soft surface to the concrete area in the rear garden. Following this, we were successful with a smaller grant to replace the external notice board which had been removed a few years ago, dilapidated, due to bad weather.

Planning ahead, in the Spring term of 2023, we made a decision to cancel the breakfast club, due to the school offering FREE breakfast to all. Over this financial year, the school gradually opened up their FREE breakfast club and this left us with very low numbers, which depleted coffers. From September 2023, breakfast club was removed.

One staff member was on Maternity from March 23, so HMRC are holding monies of just UNDER £3,000 from our accounts this financial year.

2 new staff joined our team in the Spring term. Ellen is working towards a qualification in her own time and Jess has been employed as an apprentice, working with support due being under the age of 18.


We would like to thank parents Ian and Sam Oakley for providing fruit free of charge for the playgroup and to the parents who provided us on times with much needed, not to mention costly, kitchen towels and tissues.

We have many volunteers in the community who support the group and would like to thank Darren Bellamy for keeping our website up to date.

Our plan this year was to add Sandra as a second RI for the group to access paperwork required by Care Inspectorate Wales. However, Russell advised at the end of Summer, as soon as Sandra was accepted as RI he would have to resign due to his work commitments. (This took place in November 2023, a new financial year).

Moving forward:

We will continue to fundraise in-house and will assess our fees for 2023 to 2024 to ensure they reflect daily operational costs, rather than relying on fundraising. We have endured rising costs with Minimum wage rise in April 23, pension fees rising, along with a rent increase from our landlord. Another Minimum pay rise from HMRC is set for April 2024. Welsh Government haven't raised its price per hour in the past year, with no plan to do so for the immediate future.


Robyn Hockley
7/2/24

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WENVOE PLAYGROUP

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 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.

In connection with my examination, no matter has come to my attention.

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 2011 Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of 2011 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.

SIGNED



Tanya Drew
INDEPENDENT EXAMINER

Wenvoe Playgroup - Year ending 31 August 2023

Notes

1. Income this year is again over the £25K threshold and therefore the Charities Commission require that, within 10 months of the charity's financial year end, the Trustees of the playgroup send them a set of accounts when you file your annual return.

The accounts must include:

- (i) A formal statement of accounts
- (ii) Trustees's Annual Report
- (iii) Independent examination report

Details of what is needed, deadlines and how to submit can be found on the Charities Commission website.

2. The income level at around £100K per annum which is insufficient to cover the ongoing costs of around £104K per annum. The loss £4,458.60 is high this annum is apartyly due to HMRC delay in refunding the maternity pay of £2,963.75. If the HMRC had refunded during the correct period the loss would have been £1,494.85 this annum. The bank balance is £10K as at the end of August 2023.

Woolvorn Playgroup - Year ending 31 August 2023

INCOME AND EXPENDITURE ACCOUNT

	EXPENDITURE	INCOME
	£	£
Salaries	73,499.34	84,248.32
NIC/Tax	2,222.43	
Rent	9,480.00	11,348.00
Milk	316.09	
	<u>316.09</u>	3,509.92
Equipment		
Telephone	410.93	
Stationery	510.58	
Training	230.49	
Insurance	295.00	
Miscellaneous	554.16	
Pensions	3,042.12	
Cash	1,936.00	
Grant Expenditure	-00	
	11,383.79	
Total	<u>103,564.84</u>	<u>103,564.84</u>

Loss expenditure over Income 4,458.60

MOVEMENT IN CASH OVER THE YEAR

Opening bank statements as at 01.09.2022	£	£
Less: costs in cashbook 2021-2022 but clearing bank 2022-23		15,377.19
Cash outflow 2022-23 per cash book (expenditure over Income) Plus: Costs through cashbook 2021-22 but still to clear the bank		4,458.60
Cheque:		
Cash Fees unleared as at 31.08.23		
Closing bank statement as at 31.08.23		<u>10,918.59</u>
Bank account balance		<u>10,918.59</u>

Rayna Hockley
7/2/24

WENVOE PLAYGROUP CIO

England & Wales - Charity number 1179164

Accounts

Wenvoe Playgroup CIO – Chairman-RI Annual Report

Background

For those of you who do not know me, I am Russell Godfrey. I have lived in the Wenvoe Area for over 26 years.

I was invited to take on the Chairman/RI role in January of this year, which I accepted, at what has been anything but a normal time in our lives, due to Covid.

To their credit, Sandra and her team have ensured that the Playgroup has remained open throughout this period.

I cannot praise Sandra and the team enough, from my time spent in the Playgroup as RI, as required by Care inspectorate Wales. It is clear to see the amount of preparation that takes place, to ensure that there is a structure in place for the time the children are in playgroup. The happy smiling faces of the children, clearly shows how much they enjoy their time in playgroup.

Management Team

We also have an excellent Management team/committee, that are there to support Sandra and the team. We are very fortunate that at present we have a group of people who have varied skill sets. This year we have also had both Helen and Robyn come on board as members of the team.

Future Committee Fundraising

I am pleased to announce that we have now been able to start arranging raising events again. The first being The Dickensian Fayre, which will be followed by a Christmas raffle in playgroup and also a Santa's Fun Run. If you or a family member are able to help on the day of either the Dickensian Fayre or the Fun Run, please let us know.

At present we are raising funds for a new playing surface and shelter for the play area at the rear of the building.

Finance

I am pleased to be able to confirm, that even in these difficult times, at the end of our financial year, we have ended up with a small surplus amount of money (please see separate report).

Summary

The playgroup is always looking for new members for both the Management team /Committee and also to help with fundraising and help to organize events. If you are interested, please let us know.

Wenvoe Playgroup - Year ending 31 August 2021

SUMMARY CASHBOOK 2020-21

	TOTAL Expenditure	Insurance	Salaries	Rent	Milk	NIC/TAX	Equipment	Telephone	Stationery	Staff Training	MISC	Smart Pensions	Petty Cash
Autumn	25,990.26		20,208.56	3,068.00	166.86	244.32	60.90	46.90	60.50	275.00	398.58	760.64	700
Spring	20,907.50	528.84	15,672.04	2,360.00	281.88	219.05	225.08	51.42	196.57	-	137.80	684.82	550
Summer	36,090.29		28,353.57	3,126.40	248.67	612.49	-	154.10	-	20.00	290.00	2,585.06	700
Total 2020-21	82,988.05	528.84	64,234.17	8,554.40	697.41	1,075.86	285.98	252.42	257.07	295.00	826.38	4,030.52	1,950.00
Total 2019-20	74,268.92	762.48	58,595.30	6,512.00	626.94	1,811.42	817.39	190.93	94.72	45.00	1,115.38	2,747.38	950.00

	TOTAL Income	Voucher Fees	JRS	30 Hours Free Funded	Grants	Donation	Milk Rebates	MISC	Fundraising
Autumn	25,805.50	12,375.75		12,453.75		149.50	232.47		594.03
Spring	24,585.23	6,183.50		17,617.50			138.51		645.72
Summer	33,062.97	9,667.50		22,848.75		51.65	326.43		168.64
Total 2020-21	83,453.70	28,226.75	-00	52,920.00	-00	201.15	697.41	-00	1,408.39
Total 2019-20	78,128.42	20,842.50	6,469.68	48,681.00	719.00	-00	626.94	151.00	638.30

Voucher & cash fees

Vale of Glamorgan

RL G Ri/CHAIRPERSON

Wenvoe Playgroup - Year ending 31 August 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WENVOE PLAYGROUP

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 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.

In connection with my examination, no matter has come to my attention.

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 2011 Act; and


* to prepare accounts which accord with the accounting records and comply with the accounting requirements of 2011 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.

SIGNED



Tanya Drew
INDEPENDENT EXAMINER

 RL / CHAIRPERSON

Wenvoe Playgroup - Year ending 31 August 2021

Notes

1. Income this year is again over the £25K threshold and therefore the Charities Commission require that, within 10 months of the charity's financial year end, the Trustees of the playgroup send them a set of accounts when you file your annual return.

The accounts must include:

- (i) A formal statement of accounts
- (ii) Trustee's Annual Report
- (iii) Independent examination report

Details of what is needed, deadlines and how to submit can be found on the Charities Commission website.

2. The income level at around £83K per annum which is sufficient to cover the ongoing costs of around £74K per annum. The profit £465.65 this annum is due to an decrease in numbers and closures (COVID). Please note the profit includes a grant from the Vale of Glamorgan of £269 to be spent on a shed. The bank balance is £14K as at the end of August 2021.

Wenvoe Playgroup - Year ending 31 August 2021

INCOME AND EXPENDITURE ACCOUNT

		EXPENDITURE		INCOME	
		£		£	
Salaries			64,234.17	Fee Income	28,226.75
NIC/Tax			1,075.86	Vale of Glamorgan	52,920.00
Rent			8,554.40	Grants	-
Milk	Cost	697.41		JRS	-
	Rebate	<u>697.41</u>		Fundraising	1,408.39
			-00	Misc	-
				Donations	201.15
Equipment			285.98		
Telephone			252.42		
Stationery			257.07		
Training			295.00		
Insurance			528.84		
Miscellaneous			826.38		
Pensions			4,030.52		
Cash			1,950.00		
				Loss expenditure over income	-465.65
Total			<u>82,290.64</u>		<u>82,290.64</u>

MOVEMENT IN CASH OVER THE YEAR

Opening bank statements as at 01.09 2020	£	£
		14,177.98
Less: costs in cashbook 2019-20 but clearing bank 2020-21		
Cash outflow 2020-21 per cash book (Income over expenditure)		465.65
Plus: Costs through cashbook 2019-20 but still to clear the bank		
Cheque: Cash Fees uncleared as at 31.08.21		
Closing bank statement as at 31.08.21	Bank account balance	<u>14,643.63</u>

Handwritten signature and initials: R1

Wenvoe Playgroup - Year ending 31 August 2021

SUMMARY CASHBOOK 2020-21

	TOTAL Expenditure	Insurance	Salaries	Rent	Milk	NIC/TAX	Equipment	Telephone	Stationery	Staff Training	MISC	Smart Pensions	Petty Cash
Autumn	25,990.26		20,208.56	3,068.00	166.86	244.32	60.90	46.90	60.50	275.00	398.58	760.64	700
Spring	20,907.50	528.84	15,672.04	2,360.00	281.88	219.05	225.08	51.42	196.57	-	137.80	684.82	550
Summer	36,090.29		28,353.57	3,126.40	248.67	612.49	-	154.10	-	20.00	290.00	2,585.06	700
Total 2020-21	82,988.05	528.84	64,234.17	8,554.40	697.41	1,075.86	285.98	252.42	257.07	295.00	826.38	4,030.52	1,950.00
Total 2019-20	74,268.92	762.48	58,595.30	6,512.00	626.94	1,811.42	817.39	190.93	94.72	45.00	1,115.38	2,747.38	950.00

	TOTAL Income	Voucher Fees	JRS	30 Hours Free Funded	Grants	Donation	Milk Rebates	MISC	Fundraising
Autumn	25,805.50	12,375.75		12,453.75		149.50	232.47		594.03
Spring	24,585.23	6,183.50		17,617.50			138.51		645.72
Summer	33,062.97	9,667.50		22,848.75		51.65	326.43		168.64
Total 2020-21	83,453.70	28,226.75	-00	52,920.00	-00	201.15	697.41	-00	1,408.39
Total 2019-20	78,128.42	20,842.50	6,469.68	48,681.00	719.00	-00	626.94	151.00	638.30

Voucher & cash fees

Vale of Glamorgan

RL G Ri / CHAIRPERSON

Wenvoe Playgroup - Year ending 31 August 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WENVOE PLAYGROUP

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 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.

In connection with my examination, no matter has come to my attention.

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 2011 Act; and


* to prepare accounts which accord with the accounting records and comply with the accounting requirements of 2011 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.

SIGNED



Tanya Drew
INDEPENDENT EXAMINER

 RL / CHAIRPERSON

Wenvoe Playgroup - Year ending 31 August 2021

Notes

1. Income this year is again over the £25K threshold and therefore the Charities Commission require that, within 10 months of the charity's financial year end, the Trustees of the playgroup send them a set of accounts when you file your annual return.

The accounts must include:

- (i) A formal statement of accounts
- (ii) Trustee's Annual Report
- (iii) Independent examination report

Details of what is needed, deadlines and how to submit can be found on the Charities Commission website.

2. The income level at around £83K per annum which is sufficient to cover the ongoing costs of around £74K per annum. The profit £465.65 this annum is due to an decrease in numbers and closures (COVID). Please note the profit includes a grant from the Vale of Glamorgan of £269 to be spent on a shed. The bank balance is £14K as at the end of August 2021.

Wenvoe Playgroup - Year ending 31 August 2021

INCOME AND EXPENDITURE ACCOUNT

		EXPENDITURE		INCOME	
		£		£	
Salaries			64,234.17	Fee Income	28,226.75
NIC/Tax			1,075.86	Vale of Glamorgan	52,920.00
Rent			8,554.40	Grants	-
Milk	Cost	697.41		JRS	-
	Rebate	<u>697.41</u>		Fundraising	1,408.39
			-00	Misc	-
				Donations	201.15
Equipment			285.98		
Telephone			252.42		
Stationery			257.07		
Training			295.00		
Insurance			528.84		
Miscellaneous			826.38		
Pensions			4,030.52		
Cash			1,950.00		
				Loss expenditure over income	-465.65
Total			<u>82,290.64</u>		<u>82,290.64</u>

MOVEMENT IN CASH OVER THE YEAR

Opening bank statements as at 01.09 2020	£	£
		14,177.98
Less: costs in cashbook 2019-20 but clearing bank 2020-21		
Cash outflow 2020-21 per cash book (Income over expenditure)		465.65
Plus: Costs through cashbook 2019-20 but still to clear the bank		
Cheque: Cash Fees uncleared as at 31.08.21		
Closing bank statement as at 31.08.21	Bank account balance	<u>14,643.63</u>

Handwritten signature and initials: R1

WENVOE PLAYGROUP CIO

England & Wales - Charity number 1179164

Accounts

Chairpersons Report November 2020

It's certainly been a difficult year! This is our first complete year as a CIO and has had its challenges with the COVID 19 epidemic and two national lockdowns to contend with. However, it's a testament to the staff and management that the playgroup is still going strong. This year has certainly shown how vital the playgroup is to the community.

Staffing

As our numbers were increasing, we welcomed a new staff member Ceri to the team. She has settled into her new role and into the team.

Website

Darren Bellamy has kindly continued updating our website voluntarily throughout the year. It has been invaluable during the pandemic and a source of information and guidance for parents and carers. Thank you again Darren!

Finance/fundraising

Fundraising is particularly difficult this year. Unfortunately, the Easter Fayre and Summer BBQ (which are two of our most successful fundraising events during the year) were cancelled due to lockdown restrictions. We have regular small donations from easyfundraising and Amazon Smile however going forward, we may need to look at new ways of holding fundraising events. We welcome any support or ideas going forward.

We have continued with our "30 free hours" funding which was vital during lockdown. We were extremely fortunate to have been in a good position financially before the outbreak thanks to the hard work of Sandra and the committee. We are hopeful moving forward that the government's commitment to keep childcare and schools open, we will be able to offer up more spaces safely to our ever-growing waiting lists.

Playgroup Fees

We will continue to re-evaluate these at regular intervals.

What's new?

After three years as Chair, I'll be stepping down in the November AGM. I have very much enjoyed the time on the committee, made some good friends and will continue to support with fundraising where I can. A letter was sent to all parents and caregivers with information and details regarding this position – if you are interested, please contact the playgroup or the committee.

And finally...

I would like to take this opportunity to thank our committee for their continued support. During the pandemic, their knowledge and assistance has been amazing. The committee all chipped in for the PPE for our reopening, Sarah and Amy supported the staff with their PPE and healthcare knowledge, Nicki has supported the playgroup financially with implementing the furlough scheme... to name just a few examples. The committees work largely goes unseen, but without which there would be no playgroup – thank you!

I would also like to thank all the staff for their amazing hard work and commitment to the playgroup. Coming back to work during a pandemic is understandably scary and worrying yet the staff have gone above and beyond with attending required training, staff meetings, making the playgroup a safe and fun place for our children all with a smile on their face. A big shout out to Sandra who spent countless hours working out bubbles to enable us to support the school, replying to parents' queries, working out staff and cleaning rotas, writing new policies... the list is endless. She may not wear a cape, but certainly is a superwoman.

Huge thanks for the support of Marilyn Rees, Lisa Bellamy and Michelle Langdon. I'm not sure where we would be without you and your continued support.

I would like to extend my thanks to the playgroup from my whole family and wish you all the very best in the future.

Wenvoe Playgroup - Year ending 31 August 2020

Notes

1. Income this year is again over the £25K threshold and therefore the Charities Commission require that, within 10 months of the charity's financial year end, the Trustees of the playgroup send them a set of accounts when you file your annual return.

The accounts must include:

- (i) A formal statement of accounts
- (ii) Trustee's Annual Report
- (iii) Independent examination report

Details of what is needed, deadlines and how to submit can be found on the Charities Commission website.

2. The income level at around £78K per annum which is sufficient to cover the ongoing costs of around £74K per annum. The profit £3,859.50 this annum is due to an decrease in expenditure (COVID). The bank balance is £14K as at the end of August 2020.

Wenvoe Playgroup - Year ending 31 August 2020

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WENVOE PLAYGROUP

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 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.

In connection with my examination, no matter has come to my attention.

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 2011 Act; and

* to prepare accounts which accord with the accounting records and comply with the accounting requirements of 2011 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.

SIGNED

Tanya Drew

INDEPENDENT EXAMINER

Wenvoe Playgroup - Year ending 31 August 2020**INCOME AND EXPENDITURE ACCOUNT**

EXPENDITURE			INCOME	
		£		£
Salaries		58,595.30	Fee Income	20,842.50
NIC/Tax		1,811.42	Vale of Glamorgan	48,681.00
Rent		6,512.00	Grants	719.00
Milk	Cost	626.94	JRS	6,469.68
	Rebate	<u>626.94</u>	Fundraising	638.30
		-00	Misc	151.00
Equipment		817.39		
Telephone		190.93		
Stationery		94.72		
Training		45.00		
Insurance		762.48		
Miscellaneous		1,115.36		
Pensions		2,747.38	Loss expenditure over income	-3,859.50
Cash		950.00		
Total		<u>73,641.98</u>		<u>73,641.98</u>

MOVEMENT IN CASH OVER THE YEAR

	£	£
Opening bank statements as at 01.09.2019		10,318.48
Less: costs in cashbook 2018-19 but clearing bank 2019-20		
Cash outflow 2019-20 per cash book (Income over expenditure)		3,859.50
Plus: Costs through cashbook 2018-19 but still to clear the bank		
Cheque: Cash Fees uncleared as at 31.08.20		
Closing bank statement as at 31.08.20	Bank account balance	<u>14,177.98</u>

Wenvoe Playgroup - Year ending 31 August 2020

SUMMARY CASHBOOK 2019-20

TOTAL	Insurance	Salaries	Rent	Milk	NIC/TAX	Equipment	Telephone	Stationery	Staff Training	MISC	Smart Pensions	Petty Cash	Grant Expenditure	Avensure
Autumn	24,935.33		18,289.77	3,392.00	232.47	947.64	213.93	42.20	38.32	45.00	742.02	791.98	200	
Spring	21,311.54	762.48	14,885.13	2,640.00	365.31	542.95	154.48	51.54	56.40		148.14	1,105.11	600	
Summer	28,022.05		25,420.40	480.00	29.16	320.83	448.98	97.19			225.20	850.29	150	
Total 2019-20	74,268.92	762.48	58,595.30	6,512.00	626.94	1,811.42	817.39	190.93	94.72	45.00	1,115.36	2,747.38	950.00	-
Total 2018-19	57,028.57	719.27	41,339.98	7,008.00	674.73	1,688.64	294.82	173.87	253.28	-	2,523.81	-	145.00	2,207.17

TOTAL	Voucher Fees	JRS	Vale of Glamorgan Grants	Donation	Milk Rebates	MISC	Fundraising	
Autumn	26,764.97	9,025.00	16,843.50		232.47	150.00	514.00	
Spring	28,293.45	9,983.50	17,259.75	719.00	256.77	1.00	73.43	
Summer	23,070.00	1,834.00	14,577.75		137.70		50.87	
Total 2019-20	78,128.42	20,842.50	48,681.00	719.00	-00	626.94	151.00	638.30
Total 2018-19	55,980.52	52,859.00	-00	-00	2,409.60	711.83	-00	-00

Voucher & cash fees

Chairpersons Report November 2020

It's certainly been a difficult year! This is our first complete year as a CIO and has had its challenges with the COVID 19 epidemic and two national lockdowns to contend with. However, it's a testament to the staff and management that the playgroup is still going strong. This year has certainly shown how vital the playgroup is to the community.

Staffing

As our numbers were increasing, we welcomed a new staff member Ceri to the team. She has settled into her new role and into the team.

Website

Darren Bellamy has kindly continued updating our website voluntarily throughout the year. It has been invaluable during the pandemic and a source of information and guidance for parents and carers. Thank you again Darren!

Finance/fundraising

Fundraising is particularly difficult this year. Unfortunately, the Easter Fayre and Summer BBQ (which are two of our most successful fundraising events during the year) were cancelled due to lockdown restrictions. We have regular small donations from easyfundraising and Amazon Smile however going forward, we may need to look at new ways of holding fundraising events. We welcome any support or ideas going forward.

We have continued with our "30 free hours" funding which was vital during lockdown. We were extremely fortunate to have been in a good position financially before the outbreak thanks to the hard work of Sandra and the committee. We are hopeful moving forward that the government's commitment to keep childcare and schools open, we will be able to offer up more spaces safely to our ever-growing waiting lists.

Playgroup Fees

We will continue to re-evaluate these at regular intervals.

What's new?

After three years as Chair, I'll be stepping down in the November AGM. I have very much enjoyed the time on the committee, made some good friends and will continue to support with fundraising where I can. A letter was sent to all parents and caregivers with information and details regarding this position – if you are interested, please contact the playgroup or the committee.

And finally...

I would like to take this opportunity to thank our committee for their continued support. During the pandemic, their knowledge and assistance has been amazing. The committee all chipped in for the PPE for our reopening, Sarah and Amy supported the staff with their PPE and healthcare knowledge, Nicki has supported the playgroup financially with implementing the furlough scheme... to name just a few examples. The committees work largely goes unseen, but without which there would be no playgroup – thank you!

I would also like to thank all the staff for their amazing hard work and commitment to the playgroup. Coming back to work during a pandemic is understandably scary and worrying yet the staff have gone above and beyond with attending required training, staff meetings, making the playgroup a safe and fun place for our children all with a smile on their face. A big shout out to Sandra who spent countless hours working out bubbles to enable us to support the school, replying to parents' queries, working out staff and cleaning rotas, writing new policies... the list is endless. She may not wear a cape, but certainly is a superwoman.

Huge thanks for the support of Marilyn Rees, Lisa Bellamy and Michelle Langdon. I'm not sure where we would be without you and your continued support.

I would like to extend my thanks to the playgroup from my whole family and wish you all the very best in the future.