



## Trustees' Annual Report for the period

From 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021

Charity name: Swn y Don Playgroup

Charity registration number: 1180784

## Objectives and Activities

|  | SORP reference     |   |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | <p>To Provide a warm and friendly atmosphere</p> <p>Ensure the child feels happy and secure</p> <p>Provide a stimulating environment for children to enhance their learning</p> <p>Provide education for all 3 year olds</p> <p>Follow the Foundation Phase framework</p> <p>Provide quality resources to develop children's skills</p> <p>Continually strive to improve the quality of the setting</p> <p>Provide equal opportunities for all children</p> <p>Support children's learning of healthy living as this can affect lifelong aspects of health and wellbeing</p> <p>Embrace the ethos and principles of Wales Pre-school Providers Association. Sŵn y Don Playgroup follows Welsh Government initiatives by implementing the Foundation Phase, Flying Start, Design to Smile and Healthy Pre-school Scheme.</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>Swn y Don Play Group is a CIW registered childcare setting offering up to 30 places (15am &amp; 15pm) for 2 to 4 year olds from 9.00am to 11.30am &amp; 12.15pm to 2.45pm Monday to Friday during Conwy County Council Term time. Swn y Don Playgroup follows Welsh Government initiatives by implementing the Foundation Phase, Flying Start, Design to Smile and Healthy Pre school Scheme.</p>  |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          |   |

## Additional information (optional)

You may choose to include further statements where relevant about:

|                        | SORP reference |  |
|------------------------|----------------|--|
| Policy on grant making | Para 1.38      |  |
|                        | Para 1.38      |  |

|  |           |  |
|--|-----------|--|
| Policy on social investment including program related investment |           |  |
| 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>This year, playgroup has provided care and education to over 30 children.</p> <p>Swn y Don Playgroup is a small, friendly, setting providing a happy, stimulating and supportive environment for pre-school children aged between 2 and 4 within the framework of the Early Years Foundation Phase Curriculum, where each child can have the opportunity to grow in every aspect of their development.</p> <p>The Playgroup's aim to fulfil its charitable purpose which is the Advancement of Education continue to support the provision through the application of grants.</p> <p>The children engage in activities which encourage 'learning through play' and the children are offered a wide range of activities which aim to encourage their academic, social and physical development at an age and stage appropriate level. The children have access to toys, resources and activities which aim to develop their health and wellbeing, expressive arts and their knowledge of language, literacy, communication, mathematics and numeracy science and technology to prepare them for their journey in to full time education.</p> <p>Playgroup has a close working relationship with Ysgol Swn y Don, and most of the children attending Playgroup will eventually go on to attend this school.</p> <p>The Playgroup promotes healthy lifestyles and encourages good general hygiene routines such as handwashing.</p> |

|  |  |  |
|--|--|--|
|  |  | <p>The Playgroup provides employment for three full time staff, three part time staff and a student.</p> <p>Playgroup has children attending who are part of the 'Flying Start' programme. We also have children whose parents are able to take advantage of the 30 hour childcare scheme.</p> <p>Ysgol Swn y Don's nursery children are able attend Playgroup in the afternoon and can be offered full day care.</p> <p>Swn y Don Playgroup also runs an After School Club for up to 15 Children between the hours of 14:45 and 17:45, enabling Parents to work a full day.</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 | The playgroups financial position is good at the end of March 2021. The Playgroup had £19,047.81 in the Bank Account. The playgroup receives the majority of its money from funding from Flying Start, 3yr Funding and 30hr funding which will continue each year. The majority of the expenses are wages but these are covered by the grants we receive. The playgroup rents the room from Ysgol Swyn y Don (CCBC) at £335.00 per qtr. The accounts for the playgroup are Audited every August. The last Audit was 31 <sup>st</sup> March 2021. |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | As a playgroup we like to have enough money in reserves to pay at least 1 months wages and enough to cover any redundancies if needed  |
| Amount of reserves held  | Para 1.22 | Approx £10,000.00  |
| 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 | Welsh Government Grants: <ul style="list-style-type: none"> <li>Flying Start</li> <li>3yr Funding</li> <li>30hr Childcare Funding</li> </ul> |
| 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   |           | It has been another challenging year due to Covid-19 but the playgroup has continued to remain open and offer support to parents.            |

## Structure, Governance and Management

|   |           |            |
|---|-----------|------------|
| Description of charity's trusts:  |           | <b>CIO</b> |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 |            |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | <b>CIO</b> |
| 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 |            |

### 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                | Swn y Don Playgroup                                |
| Other name the charity uses |  |
| Registered charity number   | 1180784  |
| Charity's principal address | Ysgol Swn y Don<br>Old Colwyn<br>Conwy<br>LL29 9LL |
|                             |  |

## 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  | Bernadette Thomas |                 |                                   |   |
| 2  | Susannah Anderson |                 |                                   |   |
| 3  | Sarah Palethorpe  |                 |                                   |   |
| 4  |                   |                 |                                   |   |
| 5  |                   |                 |                                   |   |
| 6  |                   |                 |                                   |   |
| 7  |                   |                 |                                   |   |
| 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   |  |
| 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 |
|-----------------|------|---------|
|                 | n/a  |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

#### 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

|  |
|--|
|  |
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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)                        | Bernadette | Thomas |
| Position (eg Secretary, Chair, etc) | Trustee    |        |
| Date                                | 07/04/22   |        |





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Swn Y Don Playgroup

No (if any)  
1180784

## Receipts and payments accounts

|                        |                               |    |                              |
|------------------------|-------------------------------|----|------------------------------|
| For the period<br>from | Period start date<br>4/1/2020 | To | Period end date<br>3/31/2021 |
|------------------------|-------------------------------|----|------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest<br>£ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|
| <b>A1 Receipts</b>  |   |                                      |                                     |                                 |
| Playgroup fees and grants                                 | 52,341                                    | -                                    | -                                   | 52,341                          |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b> (Gross income for AR)                    | 52,341                                    | -                                    | -                                   | 52,341                          |
| <b>A2 Asset and investment sales,<br/>(see table).</b>    |   |                                      |                                     |                                 |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>  | -   | -                                    | -                                   | -                               |
| <b>Total receipts</b>                                     | 52,341                                    | -                                    | -                                   | 52,341                          |
| <b>A3 Payments</b>  |   |                                      |                                     |                                 |
| Wages/Resources/Insurance/Rent                            | 48,167                                    | -                                    | -                                   | 48,167                          |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>  | 48,167                                    | -                                    | -                                   | 48,167                          |
| <b>A4 Asset and investment<br/>purchases, (see table)</b> |   |                                      |                                     |                                 |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>  | -   | -                                    | -                                   | -                               |
| <b>Total payments</b>                                     | 48,167                                    | -                                    | -                                   | 48,167                          |
| <b>Net of receipts/(payments)</b>                         | 4,174                                     | -                                    | -                                   | 4,174                           |
| <b>A5 Transfers between funds</b>                         | -   | -                                    | -                                   | -                               |
| <b>A6 Cash funds last year end</b>                        | 14,874                                    | -                                    | -                                   | 14,874                          |
| <b>Cash funds this year end</b>                           | 19,048                                    | -                                    | -                                   | 19,048                          |

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

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|
| <b>B1 Cash funds</b> |  | -                                  | -                                |
|                      |  | -                                  | -                                |
|                      |  | -                                  | -                                |
|                      | <b>Total cash funds</b>                                | -                                  | -                                |
|                      | (agree balances with receipts and payments account(s)) | Agreement Error                    | OK                               |

|                                 | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |

|                             | Details | Fund to which asset belongs | Cost (optional) |
|-----------------------------|---------|-----------------------------|-----------------|
| <b>B3 Investment assets</b> |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |

|   | Details | Fund to which asset belongs | Cost (optional) |
|---|---------|-----------------------------|-----------------|
| <b>B4 Assets retained for the charity's own use</b> |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |

|                       | Details | Fund to which liability relates | Amount due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

|  |  |
|--|--|
|  |  |
|  |  |

**CC16a**

**Last year**

**to the nearest £**

|               |
|---------------|
| <b>54,937</b> |
| -             |
| -             |
| -             |
| -             |
| -             |
| -             |
| -             |
| <b>54,937</b> |

|   |
|---|
|   |
| - |
| - |

|               |
|---------------|
| <b>54,937</b> |
|---------------|

|               |
|---------------|
| <b>51,785</b> |
| -             |
| -             |
| -             |
| -             |
| -             |
| -             |
| -             |
| -             |
| <b>51,785</b> |

|   |
|---|
|   |
|   |
| - |

|               |
|---------------|
| <b>51,785</b> |
|---------------|

|               |
|---------------|
| <b>3,152</b>  |
| -             |
| <b>11,722</b> |
| <b>14,874</b> |

## AUDIT CERTIFICATE

SUMMARY OF TRANSACTIONS OF PRIVATE FUNDS YEAR ENDED 31<sup>st</sup> March 2021

| Private Fund Account Balance as per Accounting Records for the Year |                  | Private Fund Account Balance as per Bank Statement & Cash Held at Year End |                  |
|---|------------------|--|------------------|
| Brought Forward Balances (as per start of year)                     | £                | Closing Balance  | £                |
| Bank Balance  | 14,873.83        | Bank Statement   | 19,047.81        |
| Cash  |                  | Cash   |                  |
| <b>ADD (+)</b><br>Receipts (as per Accounting Records)              | 52,340.72        | <b>Total *</b>   |                  |
| <b>SUBTRACT (-)</b><br>Payments (as per Accounting Records)         | (48,166.74)      |  |                  |
| <b>Adjustments: (+/-)</b><br>Uncleared cheques                      |                  |  |                  |
| Uncleared bankings  |                  |  |                  |
| <b>Total *</b>  | <u>19,047.81</u> |  | <u>19,047.81</u> |

(\*Totals should reconcile)

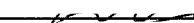
Name: Honorary Treasurer

Name: Auditor

Ian Brown

I /We have examined the books, vouchers and other documents relating to Swn Y Don playroup Fund and in my/our view the above account gives a true and fair view of its transactions for year ended 31<sup>st</sup> March 2021 and of the balance in hand as at that date.

AUDITOR'S SIGNATURE



DATE

\_\_\_\_\_