

**TRELOGAN PLAYGROUP**

**Financial Statements  
For the Year Ended  
31st December 2023**

**Charity Number  
CIO 1181259**

# **TRELOGAN PLAYGROUP**

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### **CHARITY INFORMATION**

#### **TRUSTEES**

**Mike Bancroft**

**Chairman/Trustee**

**Susan Elizabeth Kirkby**

**Treasurer/Trustee**

**Anne Clarke**

**Secretary/Trustee & Registered Individual**

#### **CHARITY NUMBER**

**1181259**

#### **BANKERS**

**HSBC UK**

#### **CONTACT INFORMATION**

**Anne Clarke – Secretary  
Email [swnybedol@outlook.com](mailto:swnybedol@outlook.com)**

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### **Trustees' Report**

The Trustees present their annual report with the accounts of the charity for the Year Ended 31st December 2023.

#### **THE OBJECTS OF THE CHARITY**

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The objective of the CIO is to provide inclusive, high quality day care to enhance the development, care and education for children aged 2 ½ to pre-school age.

The charity provides a happy, safe, and stimulating environment where the children can learn through play, guided by committed play workers in partnership with parents.

The Playgroup is an English medium setting which encourages the use of Welsh for basic commands, manners, colours, numbers, songs, and rhymes.

The Charity will be non-party in politics and non-sectarian in religion.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

#### **GOVERNANCE AND MANAGEMENT STRUCTURE**

The Management document for Trelogan Playgroup is our Constitution dated 23<sup>rd</sup> February 2022

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Trustees are appointed on a rolling programme, to serve for at least one year but may be re-elected or re-appointed.

The administrative work of the charity is carried out by the Trustees who are ultimately responsible however the day-to-day management is delegated to our Playgroup Supervisor who is a qualified teacher.

Management meetings are normally held at least four times a year together with an Annual General Meeting. Some meetings are held via Zoom. The Trustee's aim is to make decisions together.

Dates and times of these meetings are made aware to the Trustees and parents.

In January 2023, Mike Bancroft was voted by the Trustees to be Chairman of the Playgroup.

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## **ACHIEVEMENTS AND PERFORMANCE IN THE YEAR**

Throughout 2023, TRELOGAN PLAYGROUP continued to provide a popular setting for the very young of the village of Trelogan and surrounding area.

The Trustees and the Playgroup Supervisor met throughout the year by Zoom and in person to discuss the management of the Playgroup.

During 2023 we had an average of 7 children attending Playgroup

### **Achievements throughout the Year**

As part of our fund-raising activities, we held some joint events with Ysgol Trelogan Out of School Club, namely a disco and tabletop sale. Both events were very well attended by local children, parents, and the community.

### **Staff and staff training**

The charity currently employs 3 members of staff, they are led by the Person in Charge who is a fully qualified Primary Teacher. One playgroup assistant left at the end of the summer term due to a house move and another started in September.

The charity ensures that all members of the team have a current DBS and they are fully up to date with mandatory training eg Food Hygiene Certificate, Safeguarding and First Aid. In 2023, the staff attended the following courses:

Emergency Paediatric First Aid; Level 2 in Food Safety; Eating Well for pre-school children; Training sessions for the National Digital Childcare Offer Service; CIW updates training; Safeguarding; Group B Safeguarding; Level C Safeguarding; Training for the New Curriculum in Wales; EYW NMS updates; 12 hours self-study: Foundation learning support for practitioners; 10 hours self-study: Interacting or Interfering? Paediatric First Aid; EYW Lunch & Learn: Involving families in early learning; EYW Lunch & Learn: the menopause & well-being, EYW Speech & language training for BBC Tiny Happy People project.

The two playgroup assistants are planning to start Level 2 CCPLD through Coleg Cambria in 2024.

We also have a group of volunteers all of whom have a current DBS and can be called upon to support the children who are required to walk to the afternoon sessions in Ysgol Trelogan.

## **FUND RAISING**

The Trustees/staff and volunteers are active fund raisers and have a programme of events each year. We have the support of local businesses who offer time, advice, and space for the activities.

Trelogan Playgroup has been very successful in raising over £3890.24 throughout 2023, by running 2 discos at the local community centre and facilitating 6 Coffee Mornings. Events were very well supported by the local community. We continue to raise our awareness throughout the catchment area to attract further fundraising opportunities and new children to our Playgroup. We have recently displayed a banner outside of the Community Centre advertising the Playgroup and we also advertise our fund-raising events on local Facebook pages of surrounding communities.

Early in 2023, the Playgroup team ran a Healthy Eating Initiative which involved staff training, the purchasing of educational resources and 3 Parent Play sessions. These sessions were aimed at encouraging parents to provide healthy food for their children, raising their awareness of healthy snacks, sharing recipes, trying new foods by children and parents alike and educating the children about where some of their food comes from. The parent sessions did result in healthier packed lunches for some of the children.

## **PLANS FOR FUTURE PERIODS**

The Trustees continue to look for opportunities to raise awareness of the Playgroup within the village of Trelogan and surrounding area in a variety of ways. We encourage potential parents to come to look around Playgroup when they make an enquiry. This enables the parents to experience the Playgroup setting and speak directly with our Person in Charge. We intend to hold Parent Play Sessions like the ones last year. E.g. Literacy based, Numeracy based and 3 Healthy Eating session. (So far this year we have already held a language session which incorporated the BBC Tiny People)

## **FUND RAISING**

In 2024, we plan to raise funds in a variety of ways that not only involves the children but encourages the local community to come along and join in. To date we have 3 to 4 Coffee mornings planned to take place at Tree Tops Caravan Park: a quiz night in February, and a disco later in the year. We also plan to make use of our new projector and run film nights.

## **FINANCIAL REVIEW**

**TRELOGAN PLAYGROUP'S** policy is to hold sufficient resources to continue the charitable activities for an agreed period of time, should income and fundraising activities fall short.

The Playgroup is self-funded. We charge a range of fees dependent on how many sessions each child attends and how long they stay in Playgroup. The sessions are held 3 mornings a week during school term.

We continue to receive funding from the Childcare offer from the Welsh Government initiative that provides 30 hours of child provision per week for children once they turn 3 years old and other local government initiatives.

The Charity is aware of the natural fluctuation of the number of children attending play sessions.

The Playgroup is registered for 25 children. At the start of 2023 we had 6 children attending Playgroup by the end of 2023 we had 9 with potentially another 3 waiting to reach the enrolment age.

During 2023 we resisted raising our fees as we felt our parents already were financially impacted by the increase in the cost of living. However, we actively encourage and educate our parents on the childcare offers that are available, and we have had 22% taking advantage of the Childcare Offer and 1 child paying through the Tax-Free Childcare. This not only supports our parents but also gives the Playgroup a small additional uplift to our basic fee.

We continue to pay charges of £5 per month on our Bank Account. All fees are paid by electronic transfer.

In 2023, the Charity was successful in securing a further Healthy Eating grant of £446.68 that allowed us to plant a small orchard in the Community Centre grounds, where future fruit will be available for the community to use and for the Playgroup children to enjoy as part of their snack provided by Playgroup. The team also encouraged our children to sow seeds and plants and through the Summer and Autumn

were able to taste the resulting fruit and vegetables as part of our healthy snack. In the Autumn term the children helped to plant bulbs around the fruit trees in the orchard.

In March we were awarded £240.00 from Early Years Wales and a very welcome £1178 IT grant from Flintshire County Council which bought a new Laptop and Laptop sleeve which will enable us to keep Playgroup information secure. Also, a Projector that we hope to use for running child friendly films as part of our fund raising.

The Trustees continue to seek out funding opportunities that may support the Playgroup and in September secured a Sustainability Grant from Gwynt Y Mor for the sum of £16458.31. This has enabled the Playgroup to continue, with the funds being used to pay our wages bill and rent to the Community Centre which has been so supportive of the Playgroup.

As at the 31<sup>st</sup> of December there was a balance of £9485.46 remaining from the Sustainability Grant which is restricted to use for wages (including tax) and Community Centre rental in 2024.

The Trustees are aware that there is an ever-increasing need for us to ensure that those to whom we direct our resources are the most suitable recipient and that we continue our prudent management of outgoings.

Going forward, the Trustees continue to be aware of challenges that could impact the running of the Playgroup as a direct result of unforeseen expenditure such as play equipment repair/replacement and lower than usual numbers of children in the Playgroup.

Approved by the Trustees ..... 

Signed on its behalf.





Independent Examiner's report to the  
Members of  
**TRELOGAN PLAYGROUP**

I report on the accounts for the Charity for the year ended 31st December 2023, which are set out on pages 6 to 7.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities 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 procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether matters have come to my attention.

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.

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 section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met; or

2. to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



Signed:

*G. M. JONES*

*15th Feb 2024*

# TRELOGAN PLAYGROUP

## Receipts and Payments Account For the Year Ended 31st December 2023 Statement of Financial Activities

<b>ACCOUNTING STATEMENT</b>			
<b>Receipts and Payments basis</b>			
<b>Receipts</b>		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
Total Fees inc NSG & Childcare Scheme		9235.5	12476.5
FCC FLVC Grants		18323.17	2133.14
Fund Raising		3890.24	3058.48
Donations		285	265.00
Amazon Cash back		91.42	93.05
Misc		149.8	966.99
<b>Total Receipts</b>		<b>31975.13</b>	<b>18993.16</b>
<b>Payments</b>			
Wages		12738.66	13965.81
HM Revenue		1404.70	00.00
Accountants		274.24	226.60
Bank Charges		60.00	61.30
Equipment		8.99	753.31
Petty Cash		700.00	800.00
Insurance		194.20	262.06
Rental		1810.00	1925.00
Other		161.20	648.50
<b>Total Payments</b>		<b>19497.81</b>	<b>18642.58</b>
Balance for Year**		<b>12477.32</b>	<b>350.58</b>
Cash Funds Last Year End		<b>6364.60</b>	<b>5979.02</b>
Transfer of 2 <sup>nd</sup> A/c 2022		<b>0.00</b>	<b>35.00</b>
		6364.60	6014.02
Plus/Less balance for year		12477.32	<b>350.58</b>
<b>Cash Funds This Year End</b>		<b>18841.92</b>	<b>6364.60</b>
<b>Statement of Assets and Liabilities at Year End</b>			
<b>Cash Funds</b>		<b>2023</b>	<b>2022</b>
Current		18841.92	6364.60
2 <sup>nd</sup> Current Account now closed		0.0	0.00
		<b>18841.92</b>	<b>6364.60</b>

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*15th Feb 2024*