



# Trustees' Annual Report for the period

From

Period start date

01 04 2018

To

Period end date

31 03 2019

## Section A details

## Reference and administration

Charity name

TEMPLETOTS

Other names charity is known by

☐

Registered charity number (if any)

1183346

Charity's principal address

Templetots Playgroup

St Oswald's Community Centre

The Rectory Field Jeffreyeston Kilgetty

Postcode

SA68 0SG

### 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	Lauren Gough	Chair Person		
2	Jennifer Thorne	Treasurer		
3	Laura Goldsworthy	Secretary		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

20				
	<b>Names of the trustees for the charity, if any, (for example, any custodian trustees)</b>			
	<b>Name</b>		<b>Dates acted if not for whole year</b>	

	<b>Names and addresses of advisers (Optional information)</b>	
<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>● policies and procedures adopted for the induction and training of trustees;</li> <li>● the charity's organisational structure and any wider network with which the charity works;</li> <li>● relationship with any related parties;</li> <li>● trustees' consideration of major risks and the</li> </ul>	<p><b>Induction/Training</b> Refer new trustees/committee members to the "Essential trustee what you need to know, what you need to do" — Charities Commission</p> <p><b>Structure</b> The Committee is elected by the members to look after the day to day work of the Association. The Playgroup leader runs the playgroup sessions and the committee gives full support. The overall responsibility for all aspects of the playgroup belongs to the committee. Templetots is a member of the Wales Pre- school Playgroups Association.</p> <p><b>Risks</b> Considered by all members of staff and committee members Take professional advice as required by from Early years wales and CIW Regular review process Safeguarding policy and training undertaken by all staff.</p>
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system and procedures to manage them.



## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The aim of the Association shall be to enhance the development, care and education of children under statutory school age by:

- A. encouraging parents to understand and provide for the needs of their children
- B. Providing safe, high quality group play in which parents have the right to take part.
- C. Encouraging other charitable activities through which parents may help the children.
- D. Furthering the aim of the Wales Pre-school Playgroups Association
- E. Provide accommodation and equipment and engage staff
- F. Raise money for the association's activities.
- G. Make such payments as shall be necessary.
- H. Fix and collect the fees payable in respect of children attending groups run by the Association
- I. Control the admission of children to the groups run by the association and if appropriate require parents or carers to withdraw them.
- J Member of Early Years Wales
- K. The treasurer will keep proper accounts of the finances of the association, each meeting the treasurer or deputy shall present a statement of the accounts to the committee. Acceptance of these accounts by the committee will be recorded in the minutes.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

We confirm the trustees have had regard to the Charity commission's guidance on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Templetots had a balance of £ 16,359 at the end of the 2021/2022 year.

The fund derives from termly 3-year funding received from the Welsh government and 30 hour childcare offer, along with fees met by parents for playgroup sessions for the 2- 3-year-old age group.

Staff Training is reviewed annually.

**Section D**

**Achievements and performance**

## Summary of the main achievements of the charity during the year

Ensuring the children access part-time Nursery Educational provision along with quality childcare.

Providing 1-1 support for those children who may be in need of extra support for Additional learning needs. Working closely with members of the Speech and Language department and external agencies.

**Brief statement of the charity's policy on reserves**

We have put in place a reserves policy to ensure we can meet any unforeseen items of major expenditure. The committee has built up a contingency fund for any future unforeseen redundancies, as we are looking ahead long term.

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In the 2021/22 accounts £45,655 of the income was provided by Local Authority payments for age qualifying children, child-care offer funding.

**Section F Other optional information**

**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

**Signature(s)** Jennifer Thorne

**Full name(s)** Jennifer Thorne

**Position (eg Secretary, Chair, etc)** Treasurer

**Date** 10/02/2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

TEMPLETOTS

1183346

# Receipts and payments accounts

CC16a

For the period from 01/04/2021 To 31/03/2022

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
	1,117	-	-	1,117	35,558
Fees	45,655	-	-	45,655	4,950
Funding	-	-	-	-	6,583
Grants	70	-	-	70	300
Donations	-	-	-	-	136
Fundraising (net)	1	-	-	1	1
Interest	-	-	-	-	-
Transfer from unincorporated charity	-	-	-	-	-
Other	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>46,843</b>	<b>-</b>	<b>-</b>	<b>46,843</b>	<b>47,528</b>

<b>A2 Asset and investment sales, (see table).</b>	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Total receipts** 46,843 - - 46,843 47,528

<b>A3 Payments</b>					
	28,007	-	-	28,007	28,854
Wages	1,460	-	-	1,460	1,428
Rent	-	-	-	-	19
Milk, snacks etc	-	-	-	-	-
Telephone	2,411	-	-	2,411	173
Equipment and materials	244	-	-	244	-
Cleaning and repairs	35	-	-	35	424
Insurance & Subs	-	-	-	-	-
Course fees	47	-	-	47	64
Sundry	288	-	-	288	864
Accountancy	90	-	-	90	755
Relocation	-	-	-	-	3,480
Outdoor and cleaning equipment	-	-	-	-	-
<b>Sub total</b>	<b>32,582</b>	<b>-</b>	<b>-</b>	<b>32,582</b>	<b>36,061</b>

<b>A4 Asset and investment purchases, (see table)</b>	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Total payments** 32,582 - - 32,582 36,061

<b>Net of receipts/(payments)</b>	<b>14,261</b>	<b>-</b>	<b>-</b>	<b>14,261</b>	<b>11,467</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>16,359</b>	<b>-</b>	<b>-</b>	<b>16,359</b>	<b>4,892</b>
<b>Cash funds this year end</b>	<b>30,620</b>	<b>-</b>	<b>-</b>	<b>30,620</b>	<b>16,359</b>



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

Categories

B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Bank	19,527	-	-
Deposit	11,093	-	-
		-	-
<b>Total cash funds</b>	<b>30,620</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
<i>J Thorne</i>	Jennifer Thorne	10.2.23





Report to the trustees/ members of

Templetots

On accounts for the year ended

31 March 2022

Charity no

1183346

Set out on pages

1-2 attached

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period ended 31 March 2022.

**Responsibilities and basis  
of report**

As the charity's trustees, 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 all 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 (~~other than that disclosed below \*~~) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

10/02/2023

Name:

Jay York

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

ACA

Address:

Ann Stephens & Company Limited

Allensbank, Narberth, Pembrokeshire SA67 8RF