

**ARGOED PLAYGROUP**

**TRUSTEES' REPORT**

**2021/2022**

**Address:-** W.I. Hall  
Chambers Lane  
Mynydd Isa  
CH7 6UB

**Charity Number: -** 1184038

**Trustees:-** Jennifer Harthen  
Helena Heaps  
Lynne Ingman  
Janice Shaw

**Supervisors:-** Tracy Porter – Lead Supervisor  
Emma Meredith  
Bianca Simpson – Relief Playworker

## **Objectives**

The aims of Argoed Playgroup are to provide a happy, safe and relaxed environment for children to learn and develop their skills through play and structured activities. We support children's development and ease the transition to school with the support of qualified staff.

The playgroup exists to provide pre-school education from the ages of 2 - 4. This takes place in the form of a wide variety of activities both indoors and outdoors. During sessions we help to develop fine and gross motor skills, basic maths and language skills, learning of the Welsh language and social interaction with peers. We deliver Early Education with the support of the Local Authority.

To keep our fees at a realistic level the committee and parents fundraise and this in turn raises our profile in the community.

## **Staff**

Tracy has NVQ Level 3 and 4 in Children's Care, Learning and Development and CACHE Level 3 in Childcare and Child Development. Emma has NVQ Level 3 in Children's Care and Development. The staff regularly attend any training courses that become available to update them on new practices. This academic year both Tracy and Emma have been on Autism Awareness Training and Additional Learning Needs Training. They have also attended training for Planning in the Moment and The Curriculum for Wales which is due to be introduced from September 2022. The Curriculum for Wales will be replacing The Foundation Phase for Wales.

All staff and volunteers have a DBS disclosure certificate either specific to the Argoed Playgroup or portable for use in childcare settings.

In January the staff began EE assessments which involves observing and planning suitable tasks to extend the children's learning and independence.

### **Premises**

The W. I. Hall provides the group with a large indoor space where a good number of activities can be laid out for each session. We have use of the kitchen in which we have a table top fridge to store milk and snacks. There are also two toilets for the group's use.

There is a large grass area to the side of the building which is fenced off. This is used daily for part of the playgroup session when the weather permits.

### **Resources**

The playgroup has a wide selection of resources to stimulate the children's learning which enables the supervisors to change the activities available to the children regularly.

Before moving to the W.I. Hall we had to purchase two large sheds which are at the back of the hall. Many of the resources are stored in these two locked sheds and we are able to keep some of the large items on half of the staged area in the hall.

### **Sessions**

In the autumn term we were open for four morning sessions from 9.15 – 11.45. Due to demand for places, we increased this to five sessions each week in January.

Since Covid parents are not allowed into the setting but drop their children at the door and wait outside to collect them at the end of each session.

### **Finances**

The fees for this year were set at £10 per session. From January we benefitted from EE funding for some of our children.

Wage slips are produced for us by AVOW and the wages averaged out over twelve months.

We have continued to fundraise this year. We held a successful raffle at Christmas which was also match funded by a parent's employer. In the Spring we had a sponsored walk, a clothes collection and an Easter Egg Hunt. We also had a table at a local community event where we ran an Egg Tombola stall.

We benefitted from several grants this year from Flintshire County Council – some of these were for sustainability and others to purchase resources. In particular in the summer term, we had a Wellbeing Grant and the

supervisors used this money to organise various activities such as a Creepy Crawly Show, a visit from a magician, several sessions run by Elite - a local fitness and dance studio and an outing for parents and children. Also, in the summer term we had a substantial grant which enabled us to buy a wide variety of new resources for both inside and outside play.

## **Committee**

We currently have four members on the committee - three members take up the officer positions of Chair, Secretary and Treasurer. The committee meet regularly and often invite the supervisors to join us at these meetings.

## **Policies**

All the necessary policies are in place and we annually review these to make sure they are up to date.

## **Constitution**

CIO - we have used the Early Years Wales constitution template and have adapted it to be suitable for our playgroup setting.

The trustees are selected from members of the committee - currently the trustees are the chair, secretary, treasurer and one parent.

## **Outside Agencies**

We are supported by Early Years Wales and have regular contact with our development officer. We are also supported by Flintshire County Council Early Education advisory teachers. We are registered with Care Inspectorate Wales who monitor childcare and early education.

**Argoed Playgroup**  
**Income and Expenditure Report**  
**Year 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022**

<b>Income:</b>	<b>£</b>	<b>£</b>
Playgroup Weekly Fees		
7,389.00		
Grants		
9,369.93		
Early Entitlement Funding		5,440.00
Childcare Funding		272.50
Training Funding		912.00
One to One Support		
1,000.00		
Fundraising		1,385.30
Match Funding		
437.00		
Subtotal of Income 2021/22		
26,205.73		
Balance B/F as per Accounts 2020/21		
2,880.22		

**Total Income:**  
**£29.085.95**

**Expenditure:**

Wages	16,641.49	
Rent		2,540.00
Insurance	751.22	
AVOW – payroll fees		267.56
Snacks and Sundries	153.18	
U Check	106.80	
Data Protection	35.00	
Lottery Licences		20.00
Courses		182.40
Toys purchased from grants		3,926.68
Wellbeing Grant		439.85
General resources		160.06
Refunds		87.00

**Total Expenditure** **25,311.24**

**Income Exceeding Expenditure as per Bank Balance at 31<sup>st</sup> August 2022**  
 Cash in Hand £33.05    Bank   £3,741.66  
**£3,774.71**

Signed as correct by

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.....  
Vicki Mann  
Chairperson

.....  
Sam Ramsay  
Treasurer

Rebecca Ashbrook  
Secretary



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

ARGOED PLAYGROUP

On accounts for the year  
ended

2022

Charity no  
(if any)

1184038

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022.

Responsibilities and  
basis of report

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

Independent  
examiner's statement

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

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

\* Please delete the words in the brackets if they do not apply.

Signed:

DM Watton

Date:

24/05/2023

Name:

DIANE WATTON

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

CIMA (Revised)

Address:

3 BRON LLWYN

FLINT

FLINTSHIRE CH6 5TJ