

Hanmer Playgroup Plus

Trustees' Annual Report

Period start date - To 31/07/2019

Period end date- 31/12/2020

Charity name: Hanmer Playgroup Plus - CIO

Charity registration number: 1184687

Bankers- Unity Trust Bank, Natwest

Independent examiner's report- Miss Kate Pemberton

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the CIO is to provide a non-profit childcare facility that will enhance the development and education of children in Wales, for the public benefit, by encouraging parents to understand and care for their needs through high quality childcare.
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	Pre-school education for children ages 2 years – 4 years. The staff provide a broad range of activities designed to promote children's learning linked to the Welsh Curriculum. They effectively assess children's level of development and identify clear next steps in learning for each child. Staff inform parents of children's learning needs and encourage them to support this with activities at home.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All relevant decisions have been made by the trustees with regard to the public benefit guides.
Additional Information		
Policy on grant making	Para 1.38	Grants are made to a wide range of organisations and are allocated for specific projects. All staff members and trustees are involved in the process.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A

Achievements and Performance

Hanmer Playgroup and Wrap Around Care CIO

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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>Hanmer Playgroup and Wrap Around Care CIO provided pre-school education to 43 local children between July 2019 and December 2020.</p> <p>As part of the national COVID19 lockdown, the provision was temporarily closed from 23rd March 2020. All 5 members of staff from the provision were furloughed until September 2020.</p>
Additional Information		
Achievements against objectives set	Para 1.41	During the period the manager position changed from Mrs C. Turner to Ms G. Butler in November 2020.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The balance for the provision as at 31st December 2020 was £12,771.36</p> <p>At the end of the tax year 2019/20 the balance was £10,822.08. Indicating an increase.</p> <p>The year-end balance includes a grant made to the CIO for £5,295.83.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>In the NatWest account, The CIO holds an amount equivalent to 3x the monthly salary of the staff working for the CIO. This amount is sufficient to cover any outstanding salary and redundancy payments to staff as well as to pay any outstanding running costs.</p> <p>It will be reflected in the 2021 accounts and annual report.</p>
Amount of reserves held	Para 1.22	£7, 769.31
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	

Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	
Additional Information		
The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The CIO has two main funding sources:</p> <ul style="list-style-type: none"> • 30-hours free childcare payments made by Wrexham and Shropshire County Council • Payments received directly from the families of the children attending the provision. <p>Following the start of the COVID19 lockdown, 30- hours free childcare payments continued for children already registered with the provision. The continuation of these payments meant that we were able to pay staff who were not furloughed.</p>
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	<p>There are no imminent risks facing the charity. However, changes the 30-hours free childcare funding or a reduction in the number of children attending could pose a future risk. These are both monitored closely by the staff and trustees.</p>

Structure, Governance and Management

Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	<p>Hanmer Playgroup plus CIO has an active committee of 3 Trustees and are governed by a constitution. The current trustees were elected at the AGM when the charity was established. New trustees are elected at the AGM. If it is not possible for a trustee vacancy to be filled at the AGM, the existing trustees can appoint new trustees.</p> <p>All trustees give their time freely.</p>
Additional Information		
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider	Para 1.51	Day to day management of the nursery is undertaken by the manager, Gemma Butler.

network with which the charity works		(Cassy Turner- November 2020) The trustees meet regularly as a board and hold formal and informal meetings with the manager and the manager and staff meet regularly to reflect on what is working well and areas for development. Issues arising within the setting are raised through the manager with the trustees. Staff and trustees have a clear understanding of their role and responsibilities, The CIO is run within the school building of St Chad's Primary School. A monthly £17.50 standing order is set up to the school covers the cost of rent and resources.
Relationship with any related parties	Para 1.51	

Reference and Administrative details

Charity name	Hanmer Playgroup Plus CIO
Other name the charity uses	HANMER PLAYGROUP & WRAPAROUND CARE
Registered charity number	1184687
Charity's principal address	St Chad's Primary School, Hanmer, Whitchurch Shropshire SY13 3DG

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)
Nicola Locker	Chair		AGM Members
Stephanie Davies	Treasurer		AGM Members
Frankie Cope	Secretary		AGM Members

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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

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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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)

<i>N Locker</i>	
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Full name(s)

NICOLA LOCKER	
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Position (eg Secretary, Chair, etc)

CHAIR	
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Date

13/10/21.

HANMER PLAYGROUP PLUS

Annual accounts

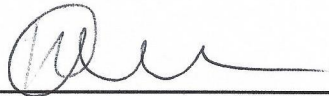
31st July 2019 – 31st December 2020

Signed by:



S. Davies -Treasurer

Verified by:



Katherine A Pemberton

Hanmer Playgroup plus

Annual account 31st July 2019 to 31st December 2020

Account Balances at 31/07/19: Unity Trust Bank	£5507.47
Natwest Reserve	£7388.48
Natwest Current	£369.37

Income

Fees (LA funded)	£21467.75
Fees (non-funded)	£15499.55
1 to 1 funding WCBC	£266.00
ASC	£1008.10
Fundraising	£187.00
Milk refunds	£160.20
Grants	£7419.83
Coronavirus JRS	£6523.74

Outgoings

Staff wages	£41299.58
Rent to school	£175.00
Resources	£1556.09
Training	£82.00
Bank charges	£108.00
Insurance	£429.66
Early Years Wales	£71.25
DBS checks	£49.60
ASC	£1211.10
Uniform	£286.00

Total Income	£52532.17
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Total Outgoings	£45268.28
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Total Income	£52532.17
Less Total Outgoings	£45268.28

	£7263.89

Account Balances at 31/12/20:	Unity Trust Bank	£12771.36
	Natwest Reserve	£7769.31
	Natwest Current	£0.00 (closed into reserve account)

Hanmer Playgroup Plus – Examiners report

I confirm the charity is eligible to have an independent examination as the income and assets are below the audit threshold. Receipts and payments accounts have been prepared and the charity's gross income is less than £250,000. There is no requirement to prepare accruals accounts in the charity's governing document or for any other reason.

I can confirm there is no conflict of interest that prevents me from carrying out their independent examination, there are no close personal relationships with the trustees that compromise independence. I have no the day to day involvement in the administration of the charity.

I can confirm that there is a copy of approved accounts and a trustees' annual report on file.

Accounting records are kept to the required standard and are complete. The trustees have carried out a review of the charity's internal financial controls in the year reported.

The trustees have considered the financial circumstances of the charity at the end of the reporting period have made an assessment of the charity's position as a going concern when approving the accounts.

The trustees have a reserves policy and an adequate level of reserves are held.

I confirm I have checked the form and content of the accounts, and that all the accounting statements are present and that the funds of the charity are correctly identified.

I have compared the trustees' annual report with the accounts.

The examination has not identified any matters of concern.

Signed:



Date: 21/10/21