



**Trustees' Annual Report for the period from 1<sup>st</sup> September 2023 To 31<sup>st</sup> August 2024**

**Charity name:** Tiny Tots

**Charity registration number:** 1185598

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Child care
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	n/a
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	n/a

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
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	

### 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	<b>£9,257.86</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserves held for any fall in numbers enrolling in the Playgroup</b>
Amount of reserves held	Para 1.22	<b>£5000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### 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	<b>Fees from parents. Welsh Government payments for child entitlement.  Grants</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>None</b>
A description of the principal risks facing the charity	Para 1.46	<b>A risk of not enough children enrolling</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>Education</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (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	Tiny Tots
Other name the charity uses	
Registered charity number	<b>1185598</b>
Charity's principal address	<b>RHOS HELYG CP SCHOOL VILLAGE ROAD RHOSMOR MOLD CH7 6PJ</b>



## 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	Gareth Roberts	Rhos Helyg School		
2	Lianne Thomas			
3	Mary Bryce			
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## Corporate trustees – names of the directors at the date the report was approved

Director name		
<b>Chairman Gareth Roberts</b>		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
<b>n/a</b>		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	none
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
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)	Mr G M Roberts	
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Full name(s)		
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Position (eg Secretary, Chair, etc)	Chair	Treasurer
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Date	
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## Tiny Tots Playgroup

Financial year 01.09.23 – 31.08.24

Opening balance

Current Account 7,360.10

Petty Cash 0.00

7,360.10

### Income

£

Fees 5,161.90

Welsh Government 26,852.50

Grant Early Years 500.00

Grant FCC 6,089.99

Total Income 38,604.39

### Expenditure

£

Payroll Wages 24,700.75

Payroll NEST 330.05

Payroll AVOW 430.38

Stamps/Stationery 68.67

Early Years 30.00

Insurance 280.92

Rent 930.00

Resources 1,100.74

ICO 35.00

Cleaning 26.00

Gift vouchers 301.49

Snacks 588.72

DBS Check 62.00

Lunch club 1,460.00

Courses 218.00

Bank Charges 60.00

Accrual 6,083.91

Total exp 36,706.63

Closing balance 31.08.24 9,257.86

Current Account 9,257.86

# Summary of Transactions of School Private Funds

Year ending 31st August 2024

## Tiny Tots Playgroup

Opening balance                      7,360.10

7,360.10

<u>Receipts</u>	<u>£</u>	<u>Payments</u>	<u>£</u>
Receipts	38,604.39	Payments	36,706.63
TOTAL	<u>38,604.39</u>	TOTAL	<u>36,706.63</u>

Chair, GM Roberts

Honorary Treasurer, Mary Bryce

I/we have examined the books, vouchers and other documents relating to the Tiny Tots Playgroup and in my/our view the above account gives a true and fair view of its transactions for the year ended 31st August 2024 and of the balance on hand as at that date.

### Year Ending 31st August 2024

	<u>£</u>
Total receipts	<u>£38,604.39</u>
Total Payments	£30,622.72
Accrual for FCC Grant	<u>£6,083.91</u>
	£36,706.63
Plus b/fwd	
Balance as at 31st Aug 2023	£7,360.10
Balance C/F	<u>£9,257.86</u>





Tiny Tots Playgroup  
Ysgol Rhos Helyg School

4 February 2025

To Tiny Tots Playgroup,

As requested, I have reviewed the accounts for the year 1 September 2023 to 31 August 2024 and confirm I have carried out the following activities:

- Reviewed each month for incoming and outgoing expenditure.
- Reviewed in detail 6 randomly selected months to review the expenses ensuring they are appropriate for a group of this nature and receipts in place.
- Reviewed the figures declared on the cover sheet ensuring flow from one month to the next to ensure accuracy and alignment.

Findings:

- I could find no anomalies or issues with the accounts.

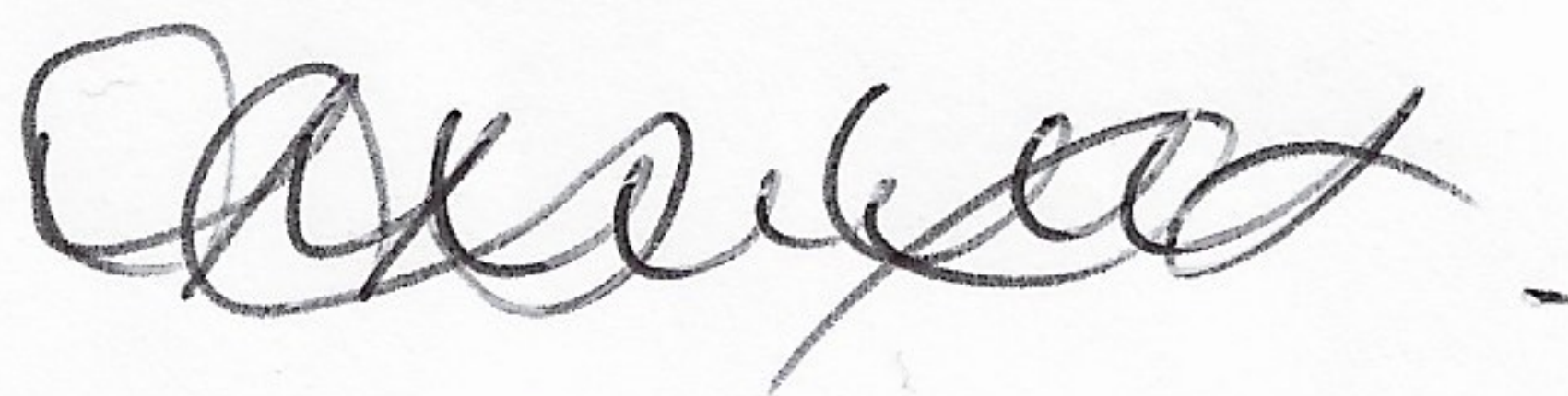
Recommendations:

- It would be helpful to provide an overview of the group's activities to understand the different expense items and how these relate to the playgroup i.e., an overview of how the group operates and works.
- I recommend including a signed receipt for the rent from the school.
- A minor recommendation may be to consider a simple form for staff when submitting expenses – this may assist in aligning bank deposits to amounts receipted. It may also help to explain what the expenses are.
- I might suggest that the group considers an alternative solution for petty cash (from a control and security perspective) – does the bank offer a pre-loaded card for example? Also accepting electronic receipts may ensure less receipts are lost.

I trust this meets your expectation for the independent review you requested – however should you require any further information or review please do not hesitate to contact me.

It is a pleasure to support you and I wish you well in the successful running of this invaluable playgroup.

Kind Regards,



Adele Perfect  
of, 6 Lon y Mynydd, Calcoed, Brynford, CH8 8LL