

Trustees Annual Report for the Period

1st September 2022 – 31st August 2023

To Include Receipts and Payments Accounts for year end 31st August 2023

FOR

Wick and District Playgroup

(Charity Number: 1194601)

Wick and District Playgroup

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REPORT OF THE TRUSTEES

REFERENCE AND ADMINISTRATIVE DETAILS

Principal Address:

Wick and District Playgroup,
Wick and Wick and Monknash Village Hall
Church Street
Wick
Cowbridge
CF71 7QE

Trustees

Abigail Green (appointed 07 July 2021)
Kathryn Davies (appointed 09 July 2021)
Abigail Evans (appointed 20 July 2022)
Chloe Girdler (appointed 25 July 2023)

Responsible Person

Ceri Squire

Independent Examiner

Bevan Buckland LLP
Suite 4, Britannia House
Penny Lane
Cowbridge
Vale of Glamorgan
CF71 7EG

Approved by order of the board of trustees on 18th of April 2024 and signed on its behalf by:



Chloe Girdler - Trustee

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document and How the Charity Is Constituted

The charity is controlled by its governing document, a deed of trust and constituted a charitable incorporated organisation (CIO)

Trustee Selection Methods

When selecting trustees – firstly the charity appeals to it's immediate stakeholders – namely parents of present attendees. Those showing interest are then nominated typically by a current trustee and then seconded to secure their position.

Policies and Procedures Implemented by Wick and District Playgroup:

- Complaints handling
- Conflicting interests
- Paying staff
- Risk management
- Safeguarding vulnerable beneficiaries
- Volunteer management

OBJECTIVES AND ACTIVITIES

The object of the CIO is to enhance the development and education of children in Wales, for the public benefit, by encouraging parents to understand and provide for their needs through high quality childcare provision.

Summary of the Main Actives Undertaken for the Public Benefit in Relation to these Objectives:

The Playgroup offers sessional day care and foundation phase education for preschool children. Wick and District Playgroup provide high quality play and learning activities both indoors and out. Through planned and free play opportunities the children learn to develop skills to help them develop: physically, intellectually, emotionally and socially. Children experience creative, imaginative and physical play as well as having the opportunity to socialise and accept simple rules.

Additional Details of Objectives and Activities

It is noteworthy to include mention of Ruth Davies who volunteers for Wick and District Playgroup and is an integral part of the team and fundamental in delivering the high quality service and meeting the objectives.

ACHIEVEMENTS AND PERFORMANCE

Summary of the Main Achievements of the Charity During 2022/2023

During December 2022 Playgroup received a rating of 'Good', in our first inspection report, only 3 months under new management.

During 2022-2023, Playgroup were able to strengthen ties with the wider community. They were involved in the community Christmas Fayre, and provided activities for the Community Coronation party. The children drew picture postcards to deliver to nearby Wick neighbours, in an aim to make them smile.

The children attending Wick and District Playgroup have enjoyed using the outdoor areas in the wider community to explore and enrich their play. Playgroup have implemented 'Welly Wednesdays' in which the woodland area at the back of the church is used - this has become a firm favourite.

During the Quality of Care Review 2022-2023 a questionnaire was issued to all parents by Playgroup. The response from parents was extremely positive and some wonderful feedback was given. All questionnaires came back as 'Excellent'.

FINANCIAL REVIEW

Statement of the Charity's Policy on Reserves

The board of trustees are currently in the process of devising a suitable reserves policy for the charity.

Further Financial Review Details

The charity's principal income is from the Welsh Government's Childcare scheme; accounting for 79% of income. Considered expenditure on indoor and outdoor play equipment has focused on high quality multifunctional play equipment which can be utilised both indoors and outdoors. Further outlay on expendables have focused on creativity and encouraging exploration through nature as well as art activities.

DECLARATION

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

Signed on behalf of the charity's trustees



Chloe Girdler

Trustee: Treasurer

Date: 18th April 2024

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEE OF WICK AND DISTRICT PLAYGROUP

I report to the charity trustees on my examination of the accounts of Wick and District Playgroup for the year ended 31st August 2023.

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').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



Michael Jones
Bevan Buckland LLP
Suite 4, Britannia House
Penny Lane
Cowbridge
Vale of Glamorgan
CF71 7EG

Date: 27th June 2024

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31st AUGUST 2023

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
RECEIPTS					
FEE RECEIPTS		-	-	-	-
Fee's for Charitable Services	4,740	-	-	4,740	-
Childcare Offer	17,874	-	-	17,874	-
TOTAL FEE RECEIPTS	22,614	-	-	22,614	37,853
	-	-	-	-	-
GRANTS	-	-	-	-	5,887
FUDRAISING		-	-	-	-
Sale of Class Mugs	5	-	-	5	-
TOTAL FUNDRAISING RECEIPTS	5			5	-
DONATIONS	-	-	-	-	5,246
	-	-	-	-	-
Grand Total Receipts	22,619	-	-	22,619	48,986

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
PAYMENTS					
Staff Costs	21,789	-	-	21,789	27,236
Rent (Inc. Heat and Light)	4,700	-	-	4,700	5,191
Expendibles - Health and Safety	158	-	-	158	-
Expendible (Children) Paper, paint materials					
Etc	122	-	-	122	233
Equipment	1,266	-	-	1,266	4,820
Staff Training	-	-	-	-	115
Insurance	222	-	-	222	349
PPA Membership	-	-	-	-	-
Staff Uniforms	227	-	-	227	-
Stationery and Printing	65	-	-	65	79
Seasonal Books/Gifts/Party Food	152	-	-	152	40
PPE	8	-	-	8	187
Payroll Services	-	-	-	-	-
Data Protection Fee	-	-	-	-	-
DBS and Health Checks	89	-	-	89	-
Professional Fee's (E.G Accounting)	900	-	-	900	1,399
		-	-		-
Grand Total Payments	29,698	-	-	29,698	39,649
Net of receipts/(payments)	- 7,079	-	-	- 7,079	9,337

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31st AUGUST 2023

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
STATEMENT OF ASSETS AND LIABILITIES					
BANK AND CASH					
Bank Account	3,007			3,007	10,086
Cash in Hand	0			0	0
Represented By:				0	
Cash Funds Year end (Aug 2022)	10,086			10,086	
Net of receipts/(Payments)	- 7,079			-7079	
CASH FUNDS - Brought Forward	3,007			3,007	10,086
ASSETS RETAINED FOR CHARITIES OWN USE					
Mobile Phone, Laptop, Play Equipment and External Storage					
LIABILITIES					
Professional fees for Independent examination	600				
Payroll Services	600				

NOTES TO THE ACCOUNTS

1. Future Liabilities: Payroll invoices/services - none received in 2022/2023 - Expected in 2023/2024 as a back payment. (Based on recorded figured in 2020/2021 – Estimated at £360-£400)

2. Future payment categories could combine PPE and Health and Safety as subjective what constitutes each.

3. Due to different formatting in 2021/2022 previous year's figures have been included – without direct categories used between the two reporting dates some categories have been assumed for like for like comparison.