

Trustees Annual Report for the Period

1st September 2023 – 31st August 2024

To Include Receipts and Payments Accounts for year-end 31st August 2024

FOR

Wick and District Playgroup

(Charity Number: 1194601)

Wick and District Playgroup

CONTENTS OF THE ACCOUNTS FOR THE YEAR ENDED 31st AUGUST 2024

REPORT OF THE TRUSTEES	3
REFERENCE AND ADMINISTRATIVE DETAILS	3
STRUCTURE, GOVERNANCE AND MANAGEMENT	4
Governing Document and How the Charity Is Constituted	4
Trustee Selection Methods	4
Policies and Procedures Implemented by Wick and District Playgroup:	4
OBJECTIVES AND ACTIVITIES	4
Summary of the Main Actives Undertaken for the Public Benefit in Relation to these Objectives:	4
Additional Details of Objectives and Activities	4
ACHIEVEMENTS AND PERFORMANCE	5
FINANCIAL REVIEW	6
Statement of the Charity's Policy on Reserves	6
Further Financial Review Details	6
DECLARATION.....	6
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEE OF WICK AND DISTRICT PLAYGROUP	7
RECEIPTS AND PAYMENTS ACCOUNT	8
STATEMENT OF ASSETS AND LIABILITIES.....	9

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
Kathryn Davies
Abigail Evans
Chloe Girdler

Responsible Person

Ceri Squire

Independent Examiner

Bevan Buckland LLP
Cardigan House
Swansea Enterprise Park
Llansamlet
Swansea
SA7 9LA

Approved by order of the board of trustees on 20th of March 2025 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 its 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

- In November 2023, Playgroup received a donation of £7,628.52. This donation was received from St Donats nursery as they changed their structure from a Charity to a Business. In doing so any funds received by the charitable entity had to be re-distributed to other charities in the local area. Wick and District Playgroup was selected as one of the charities to receive this generous donation. This donation allowed playgroup to buy new resources and thus provide new play opportunities for the children. A considerable amount of this donation (£3,000) has been taken into the 2024/2025 budget and will continue to enhance the play facilities offered to those children who attend.
- A sustainability grant of £4,000 from the Vale of Glamorgan Council was received to help meet payments needed for wages and hall fees.
- During 2023-2024, Playgroup were able to strengthen ties with the wider community. Playgroup was involved in the annual community Christmas Fayre and continue to pursue involvement in other community events in the area; reinforcing Wick and District Playgroups presence in the village.
- Playgroup continued to foster good relationships with the families that attend. The termly "Stay and Play" session which were initially introduced in 2022 have proven ever popular and continue to and give parents and carers an insight into the care provided within the playgroup setting.
- During the Quality of Care Review 2023-2024; the outreach for feedback was well received with many questionnaires returned. Overall, the response from parents was extremely positive and some wonderful feedback was given. All questionnaires came back with a rating of 'Excellent' and 'Good'.
- Playgroup became a 'Flying Start' setting, allowing it to accept children who utilised the 2 year old childcare funding offer.

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 charities principal income is from the Welsh Governments and Local Governments Childcare scheme; accounting for 60% of income (down from 79% for 2022/2023). Direct fees from parents have grown significantly from the previous year resulting in a 106% increase year on year.

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. This outlay has been supported significantly with the generous donation received from St. Donats Nursery School.

DECLARATION

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

Signed on behalf of the charity's trustees

A handwritten signature in black ink, appearing to read 'Chloe Girdler', is written over a horizontal line.

Chloe Girdler

Trustee: Treasurer

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 2024.

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
Cardigan House
Swansea Enterprise Park
Llansamlet
Swansea
SA7 9LA

Date: 1st May 2025

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31st AUGUST 2024

	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 £
RECEIPTS					
FEE RECEIPTS		-	-		-
Fee's for Charitable Services	9,807	-	-	9,807	4,740
Childcare Offer	15,139	-	-	15,139	17,874
TOTAL FEE RECEIPTS	24,946	-	-	24,946	22,614
GRANTS		4,000	-		-
TOTAL GRANT RECEIPTS		4,000		4,000	
FUDRAISING		-	-		5
DONATIONS		7,629	-	7,629	
TOTAL DONATION RECEIPTS	4	7,629	-	7,632	-
Grand Total Receipts	24,950	11,629	-	36,578	22,619

	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 £
PAYMENTS					
Staff Costs	20,923	4,000		24,923	21,789
Rent (Inc. Heat and Light)	4,275			4,275	4,700
Expendibles - Health and Safety	126	26		153	158
Expendibled (Children) Paper, paint materials Etc	44	171		215	122
Equipment	34	3,937		3,971	1,266
Staff Training					-
Insurance	266			266	222
PPA Membership					-
Staff Uniforms		240		240	227
Stationery and Printing	33			33	65
Seasonal Books/Gifts/Party Food		222		222	152
PPE					8
Payroll Services	678			678	-
Data Protection Fee					-
DBS and Health Checks	107			107	89
Professional Fee's (E.G Accounting)	635			635	900
Grand Total Payments	27,123	8,595	-	35,718	29,698
Net of receipts/Income	- 2,173	3,033	-	860	- 7,079

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31st AUGUST 2024

	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	837	3,033		3,870	3,010
Cash in Hand	0			0	0
Represented By:				0	
Cash Funds Year end (Aug 2023)	3,010			3,010	
Net of receipts/(Payments)	- 2,173	3033		860	
CASH FUNDS - Brought Forward	837	3,033		3,870	3,010
ASSETS RETAINED FOR CHARITIES OWN USE					
Mobile Phone, Laptop, Play Equipment and External Storage					
LIABILITIES					
Professional fees for Independent examination	630				