

Trustees Annual Report for the Period

1st September 2024 – 31st August 2025

To Include Receipts and Payments Accounts for year-end 31st August 2025

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 Evans (appointed 20 July 2022)
Chloe Girdler (appointed 25 July 2023)
Jenna Fullford-Thomas (appointed 06 February 2026)

Responsible Person

Ceri Squire

Independent Examiner

Mark Sommers
13 Cae Brewis, Llantwit Major, CF61 2AU
marksommers@live.co.uk

Approved by order of the board of trustees on 19th May 2026 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

Trustees are primarily recruited from within the playgroup's immediate community, particularly parents of children currently attending. Interested individuals are typically nominated by an existing trustee and formally seconded to confirm their appointment.

Policies and Procedures Implemented by Wick and District Playgroup:

Wick and District Playgroup maintains and implements a range of policies to support effective governance, including

- Complaints handling
- Conflict of interest management
- Staff remuneration
- Risk management
- Safeguarding of vulnerable children
- Volunteer management

OBJECTIVES AND ACTIVITIES

The charity's purpose is to support the development and education of children in Wales for the public benefit. This is achieved by helping parents understand and meet their children's needs through the provision of high-quality childcare.

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

The playgroup provides sessional daycare alongside early years foundation phase education for preschool-aged children. A wide variety of structured and free play opportunities are offered, both indoors and outdoors.

These activities support children's development across key areas including physical, intellectual, emotional, and social skills. Children are encouraged to engage in creative, imaginative, and physical play, while also learning to interact socially and follow simple behavioural expectations.

Additional Details of Objectives and Activities

The trustees would like to recognise the valuable contribution of Ruth Davies, a dedicated volunteer who plays a key role in supporting the delivery of services and helping the playgroup meet its objectives.

ACHIEVEMENTS AND PERFORMANCE

- A Capital Grant of £1,000 from the Vale of Glamorgan Council was received to help towards a replacement shed/container after losing the existing one in a storm in December 2024.
- During 2024–2025, Playgroup continued to strengthen relationships within the wider community. Although involvement in the annual Community Christmas Fayre was unfortunately cancelled due to the storm, Playgroup remains committed to participating in future local events and activities, helping to further reinforce Wick and District Playgroup's presence within the village community.
- 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 2024-2025; 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 in 2023/2024 and has continued to support eligible children and families by providing access to the funded two-year-old childcare offer within applicable postcode areas. We continue to await the rollout of this provision within Wick itself.
- Due to an increase in numbers of children attending the setting, we were financially able to employ two extra members of staff for the final term - they have been a fantastic addition to the team.
- Three members of staff successfully completed their Level 2 qualification in Children's Care, Play, Learning and Development. One member of staff will continue on to undertake Level 3 training, helping to ensure the provision of high-quality childcare is supported by relevant skills and qualifications.

FINANCIAL REVIEW

Statement of the Charity's Policy on Reserves

It is recognised that a formal reserves policy should be established by the trustees. However, due to historically low levels of surplus, this has not been prioritised to date. Based on the financial position at the end of 2024/2025, and projected performance for 2025/2026, it is anticipated that the charity will be able to begin allocating reserves. As a result, the development of an appropriate and relevant reserves policy will become increasingly important.

Further Financial Review Details

The charities principal income is from the Welsh Governments and Local Governments Childcare scheme; accounting for 72% of income (an increase year on year from 60% for 2023/2024 and reflecting a similar proportion of fee distribution to 2022/2023). Direct fees from parents have reduced to 28% - this pattern is typically of the two-year intake cycle as those who are between the ages 2-3 are fee-paying, they then become the following years childcare scheme candidates.

Expenditure has been carefully managed, with investment focused on high-quality, versatile indoor and outdoor play equipment. Additional spending has supported consumable resources that encourage creativity, outdoor exploration, and artistic activities. These improvements have been made possible in part due to the generous donation received from St Donat's Nursery received in November 2023.

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

DATE: 19th May 2026

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEE OF WICK AND DISTRICT PLAYGROUP

Independent examiner's report to the trustees of Wick + District Playgroup

I report to the trustees on my examination of the accounts of the Wick + District Playgroup ('the CIO') for the year ended 31 August 2025.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 CIO as required by section 130 of the Act;
or
2. the accounts do not accord with those records.

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.



Mark Sommers
13 Cae Brewis
Llantwit Major
CF61 2AU
29 June 2026

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31st AUGUST 2025

	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	10,888.00	-	-		9,807
Childcare Offer	28,377	-	-		15,139
TOTAL FEE RECEIPTS	39,265	-	-	39,265	24,946
GRANTS		1,000	-		-
TOTAL GRANT RECEIPTS		1,000		1,000	4,000
FUDRAISING		-	-	-	-
DONATIONS	33.0		-	-	7,632
TOTAL DONATION RECEIPTS	33.0		-	33	7,632
Grand Total Receipts	39,297.8	1,000	-	40,298	36,578

	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 inc HMRC	- 28,246			- 28,246	24,923
Rent (Inc. Heat and Light)	- 5,050			- 5,050	4,275
Expendibles - Health and Safety	- 285			- 285	153
Expendible (Children) Paper, Paint, Materials and Milk Etc	- 35	- 438		- 473	215
Equipment	- 694	- 2,712		- 3,405	3,971
Insurance	- 278			- 278	266
PPA Membership	- 80			- 80	
Staff Uniforms				-	240
Stationery and Printing	- 173			- 173	33
Seasonal Books/Gifts/Party Food	- 229	- 58		- 286	222
Payroll Services	- 378			- 378	678
Data Protection Fee	- 35			- 35	
DBS and Health Checks	- 211			- 211	107
Professional Fee's (E.G Accounting)	- 809			- 809	635
Grand Total Payments	- 36,504	- 3,207	-	- 39,711	35,718
Net of receipts/Income	2,794	- 2,207	-	587	860

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	3,631	826		4,457	3,870
Cash in Hand					
Represented By:					
Cash Funds Year end (Aug 2024)	837	3,033		3,870	
Net of receipts/(Payments)	2,794	2,207		587	
CASH FUNDS - Brought Forward	3,631	826		4,457	3,870
ASSETS RETAINED FOR CHARITIES OWN USE					
Mobile Phone, Laptop, Play Equipment and External Storage					
LIABILITIES					
Payroll Services are typically billed quarterly however hadn't been received since January 2025. Invoices to reflect Payrol services for two quarters were sent in July (out of term time when shut) totalling £233.40. This was recieved and paid in Q1 of 2025/2026					

NOTES TO THE ACCOUNTS

N/A