



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From Adele Pember    Period start date 15<sup>th</sup> September 2022 - 5<sup>th</sup> April 2023**  
**Period end date**

**Charity name: Puddleducks Playgroup**

**Charity registration number: 1195818**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To provide government funded and low cost childcare provision in an area of designated poverty. We operate a non profit facility and a registered charity providing education and care for the local community for children aged 2-4 years. We endeavour to raise funds to provide resources, equipment, food and provisions to enhance children's experiences, learning and development within the foundation phase welsh curriculum.</b>
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	<b>We provide a high quality service for children aged 2-4 years in a community which is classed as disadvantaged. We provide flying start free childcare for 2 year olds and childcare offer funded places for working parents funded by welsh government also. For those in the area not meeting the criteria for funded places we offer private places for a fee. We offer a sound foundation for future learning and development through a developmentally appropriate welsh curriculum which works in harmony with the child's needs and interests. Our children learn through activities and play and aims to put a child's personal and social development and well being at the heart of learning.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All trustees have signed the declaration that they have read and understood the guidance issued.</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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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	<b>To provide quality childcare through flying start, playgroup, wrap around care and childcare offer places for children aged 2-4 years in a deprived, disadvantaged area. Giving the children a good start in life. It enables parents to seek employment while their child is at the setting and also embark on further education opportunities. As well as enhancing the children's early year experiences and social skills.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>Ensures every child's progression in all areas through a series of targeted outcomes for example the one page profile and the new welsh curriculum planning.</b>
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>For this particular period there was a loss of £934.00 This was due to paying parents accumulating debt which were are chasing through small claims court.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>They are held for the purposes as in 1.21 above.</b>
Amount of reserves held	Para 1.22	<b>£0</b>
Reasons for holding zero reserves	Para 1.22	<b>As above</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>n/a</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>No fundraising activities held for this period. Principal funds are from welsh government funded places and ccbbc, who fund our flying start and childcare offer places and then we have some private paying places also. We are a non maintained setting. Not run by our local authority.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>n/a</b>
A description of the principal risks facing the charity	Para 1.46	<b>n/a</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>foundation 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	<b>Letters sent out to parents and professionals to accumulate interest in becoming a trustee. A meeting held with those interested with our management team and trustees appointed from there.</b>

### 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	Puddleducks playgroup
Other name the charity uses	n/a
Registered charity number	1195818
Charity's principal address	Puddleducks playgroup Plas y felin primary, Lewis drive Churchill park, cf83 3ft

## 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	Emma Jennings		15/9/21 - present	
2	Lisa Hydes		15/9/21 - present	
3	James Pritchard		15/9/21 - present	
4	Mark Anthony Jones		15/9/21 - present	
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## Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

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

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

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
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	n/a

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
n/a		

#### 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>A.Hall</i>	
Full name(s)	Adele Hall	
Position (eg Secretary, Chair, etc)	Manager	
Date	3/06/24	



Puddleducks Playgroup

STATEMENT OF INCOME AND EXPENDITURE FOR PERIOD 6th April 2022 - 5th April 2023

	2023		2022	
	£	£	£	£
<b>Income from CCBC, Welsh Govt &amp; Parents</b>		69472		43371
<b>Less Refunds</b>		<u>0</u>		<u>2016</u>
		69472		41355
 <b>Less Expenses</b>				
Employee Costs		60359		29759
Expense Reimbursement		1410		173
Pension		1936		248
Payroll Fees		285		185
Rent		1440		1200
Phone		947		484
Toys		2464		475
Ink		151		70
Debt Collection		710		490
Fees, Subscriptions & Licences		183		126
Insurance		265		268
IT Costs		62		243
Uniform		86		173
Training		108		0
Milk		0		12
		<u>70406</u>		<u>33904</u>
<b>Net Income/(Loss)</b>		<u>(934)</u>		<u>7450</u>



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Puddleducks Playgroup

**On accounts for the year  
ended**

5<sup>th</sup> April 2023

**Charity no  
(if any)**

1195818

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**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 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*C. P. Beach*

**Date:**

*3/6/24*

**Name:**

C.P.Beach

**Relevant professional  
qualification(s) or body  
(if any):**

ACCA

**Address:**

2 Gelli'r Felin

Caerphilly

CF83 2LF

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.