



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** September 2022 **Period start date** **To** September 2023 **Period end date**

**Charity name:** Tavernspite Playgroup

**Charity registration number:** 1200766 (Now registered as a CIO)

## Objectives and Activities

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | 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 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 | An Estyn registered playgroup, offering preschool childcare for children 2 and a half years of age up to 4 years of age. The playgroup is based in the village of Tavernspite and runs from 9am to 12pm, Monday to Friday excluding the first Friday of the month, school holidays and inset days. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | Trustees refer to guidance issued by the Charity Commission during their activities for reference and development.   |

## Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |                                      |
|--|----------------|--------------------------------------|
| Policy on grant making   | Para 1.38      | N/A                                  |
| Policy on social investment including program related investment | Para 1.38      | N/A                                  |
| Contribution made by volunteers                                  | Para 1.38      | All trustees are in voluntary roles. |

|       |  |  |
|-------|--|--|
| 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      | <ul style="list-style-type: none"> <li>• Recently changed 'Tavernspite Playgroup' charity structure from an Unincorporated Association to a Charitable Incorporated Organisation.</li> <li>• Successful burger and bingo night in order to raise funds for the charity.</li> <li>• Some engagement activities undertaken, e.g. stall in Tavernspite summer fayre to encourage uptake from local families of the playgroup and to encourage relationship with local school.</li> <li>• Continue to partake in health eating schemes.</li> <li>• Continue to be registered with the Childcare Offer for Wales to offer funded hours as per the scheme and early education hours.</li> </ul> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |   |
|--|-----------|---|
| Achievements against objectives set                          | Para 1.41 | Not yet clearly defined, trustees and RI (responsible individual) currently working on a business plan for the next academic year.                                      |
| Performance of fundraising activities against objectives set | Para 1.41 | As above.<br><br>Will need to encourage parent and community engagement in fundraising activities to help playgroup funds- will need to be a part of the business plan. |
| 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 | Accounts to be received, however, playgroup will need to carefully monitor finances in the next financial year. Financial position currently a threat to the existence of the playgroup.   |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | £5097.01 currently in savings account, held for fees that may be required in the case of 'winding-up' of the charity.  |
| Amount of reserves held  | Para 1.22 | £5097.01   |
| Reasons for holding zero reserves  | Para 1.22 | N/A  |
| Details of fund materially in deficit  | Para 1.24 | N/A  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <p>Currently finances remain a concern for the sustainability of the playgroup, as such, we are looking at confirming a business plan in the next few weeks and to use tools such as forecasting, and looking to secure sustainability grants from the local authority.</p> <p>Parent engagement also to be encouraged with more formal aspects of the playgroup, e.g. fundraising, committee roles.</p> |

### 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 | <p>Funding sources include:</p> <ul style="list-style-type: none"> <li>• Local authority funding</li> <li>• Grants</li> <li>• Fundraising activities</li> <li>• Charitable donations</li> </ul> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | N/A   |
| A description of the principal risks facing the charity                         | Para 1.46 | <ul style="list-style-type: none"> <li>• Financial risks; outgoings &gt; income</li> <li>• Volunteer support, (e.g. fundraising, committee positions.)</li> </ul>                               |
| Other   |           |   |

## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           |  |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | CIO Model CIO Constitution for Childcare Providers 2019  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | CIO  |
| 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 | Trustees elected at AGM, Trustees may co-elect other trustee members at other times as per CIO governing document. |

### 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 | Continue to maintain a relationship with Templetots and Tavernspite Primary school.<br><br>Continue to maintain working partnerships with CIW and Early Years Wales. |
| Other   |           |  |

## Reference and Administrative details

|                             |   |
|-----------------------------|---|
| Charity name                | Tavernspite Playgroup                                       |
| Other name the charity uses |   |
| Registered charity number   | 1200766   |
| Charity's principal address | Tavernspite Village Hall,<br>Tavernspite,<br>Pembrokeshire. |
|                             |   |



### 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  | Holly Tooze   | Chairperson     |                                   |   |
| 2  | Lee Ann Smith | Treasurer       |                                   |   |
| 3  | Lynne Jones   | Secretary       |                                   |   |
| 4  |               |                 |                                   |   |
| 5  |               |                 |                                   |   |
| 6  |               |                 |                                   |   |
| 7  |               |                 |                                   |   |
| 8  |               |                 |                                   |   |
| 9  |               |                 |                                   |   |
| 10 |               |                 |                                   |   |
| 11 |               |                 |                                   |   |
| 12 |               |                 |                                   |   |
| 13 |               |                 |                                   |   |
| 14 |               |                 |                                   |   |
| 15 |               |                 |                                   |   |
| 16 |               |                 |                                   |   |
| 17 |               |                 |                                   |   |
| 18 |               |                 |                                   |   |
| 19 |               |                 |                                   |   |
| 20 |               |                 |                                   |   |

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

|   |  |
|---|--|
| Description of the assets held in this capacity   |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| 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)

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

## Other optional information

|  |
|--|
|  |
|--|

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

|  |  |
|--|--|
|  |  |
|--|--|

Full name(s)

Holly Tooze

|             |  |
|-------------|--|
| Holly Tooze |  |
|-------------|--|

Position (eg Secretary,  
Chair, etc)

Chairperson

|             |  |
|-------------|--|
| Chairperson |  |
|-------------|--|

Date

18/09/23

|          |
|----------|
| 18/09/23 |
|----------|





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Tavernspite Playgroup

No 1200766

## Receipts and payments accounts

CC16a

For the period  
from

20 October 2022

To

31 July 2023

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest<br>£ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |   |                                      |                                     |                                 |                               |
| Donations   |   | -                                    | -                                   | -                               | -                             |
| Fees  | 21,971                                    | -                                    | -                                   | 21,971                          | -                             |
| Funding (net)   | 13,362                                    | -                                    | -                                   | 13,362                          | -                             |
| Fundraising   | 1,451                                     | -                                    | -                                   | 1,451                           | -                             |
| Grants  |   | 2,200                                | -                                   | 2,200                           | -                             |
| Interest  | 22  | -                                    | -                                   | 22                              | -                             |
| Net assets from previous charity                      | 19,528                                    | -                                    | -                                   | 19,528                          | -                             |
| <b>Sub total</b> (Gross income for AR)                | <b>56,334</b>                             | <b>2,200</b>                         | <b>-</b>                            | <b>58,534</b>                   | <b>-</b>                      |
| <b>A2 Asset and investment sales, (see table).</b>    |   |                                      |                                     |                                 |                               |
|   | -   | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>56,334</b>                             | <b>2,200</b>                         | <b>-</b>                            | <b>58,534</b>                   | <b>-</b>                      |
| <b>A3 Payments</b>                                    |   |                                      |                                     |                                 |                               |
| Staff wages   | 41,709                                    | -                                    | -                                   | 41,709                          | -                             |
| Staff training, travel and other costs                | 569                                       | -                                    | -                                   | 569                             | -                             |
| Accountancy and legal                                 | 288                                       | -                                    | -                                   | 288                             | -                             |
| Milk & Refreshments                                   | 81  | -                                    | -                                   | 81                              | -                             |
| Rent  | 3,777                                     | -                                    | -                                   | 3,777                           | -                             |
| Insurance   | 546                                       | -                                    | -                                   | 546                             | -                             |
| Printing and stationery                               | 100                                       | -                                    | -                                   | 100                             | -                             |
| Subscriptions   | 11  | -                                    | -                                   | 11                              | -                             |
| Sundry  | 1,084                                     | -                                    | -                                   | 1,084                           | -                             |
| Light, heat, telephone                                | 113                                       | -                                    | -                                   | 113                             | -                             |
| Toys, books, equipment etc                            | 757                                       | -                                    | -                                   | 757                             | -                             |
| Repairs and maintenance                               | 1,771                                     | -                                    | -                                   | 1,771                           | -                             |
| <b>Sub total</b>                                      | <b>50,806</b>                             | <b>-</b>                             | <b>-</b>                            | <b>50,806</b>                   | <b>-</b>                      |
| <b>A4 Asset and investment purchases, (see table)</b> |   |                                      |                                     |                                 |                               |
|   | -   | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>50,806</b>                             | <b>-</b>                             | <b>-</b>                            | <b>50,806</b>                   | <b>-</b>                      |
| <b>Net of receipts/(payments)</b>                     | <b>5,528</b>                              | <b>2,200</b>                         | <b>-</b>                            | <b>7,728</b>                    | <b>-</b>                      |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Cash funds this year end</b>                       | <b>5,528</b>                              | <b>2,200</b>                         | <b>-</b>                            | <b>7,728</b>                    | <b>-</b>                      |

## Section B Statement of assets and liabilities at the end of the period

| Categories  | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>  | Bank current account                                   | 445                                | 2,200                            | -                               |
|   | Reserve account  | 5,083                              |                                  | -                               |
|   |  | -                                  | -                                | -                               |
|   | <b>Total cash funds</b>                                | <b>5,528</b>                       | <b>2,200</b>                     | <b>-</b>                        |
|   | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |
|   |  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| <b>B2 Other monetary assets</b>                             | Details  |                                    |                                  |                                 |
|   | Fees due   | 434                                | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  | -                                  |                                  | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
| <b>B3 Investment assets</b>                                 | Details  | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
| <b>B4 Assets retained for the charity's own use</b>         | Details  | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|   | Laptop   | Unrestricted                       | 674                              | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
| <b>B5 Liabilities</b>                                       | Details  | Fund to which liability relates    | Amount due (optional)            | When due (optional)             |
|   | Payroll  | Unrestricted                       | 18                               |                                 |
|   |  |                                    |                                  |                                 |
|   |  |                                    |                                  |                                 |
|   |  |                                    | -                                |                                 |
|   |  |                                    | -                                |                                 |
| Signed by one or two trustees on behalf of all the trustees | Signature  | Print Name                         | Date of approval                 |                                 |
|   |  |                                    |                                  |                                 |



Independent examiner's report on the  
accounts

Report to the trustees/ members of

Tavernspite Playgroup CIO

On accounts for the period ended

31 July 2023

Charity no

1200766

Set out on pages

1-2 attached

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period ended 31 July 2023.

Responsibilities and basis  
of report

As the charity's trustees, 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 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 which gives me cause to believe that in, any material respect:

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

Signed:

Date:

27/11/2023

Name:

Jay York

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

ACA

Address:

Ann Stephens & Company Limited

Allensbank, Narberth, Pembrokeshire SA67 8RF