

ST MARY'S PLAYGROUP CIO

REGISTERED CHARITY NUMBER: 1205383

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

For St Mary's Playgroup CIO

Contents

Report of the Trustees

Independent Examiner's Report

Statement of Financial Activities

Balance Sheet

Notes to the Financial Statements

Detailed Statement of Financial Activities

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report with the financial statements of the CIO for the year ended 31 March 2025.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities".

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number: 1205383

Principal Address:

Orchard Place

Faversham

Kent

ME13 8AP

Trustees (April 2024 – March 2025):

- Gary Griffin – Secretary
- Tiffany Leeds – Treasurer
- Paul Found – Chairperson
- Melissa Hosking – Administrator
- Jennifer Smith – Nominated Person
- Sih Yuh Chen-Found – Trustee

STRUCTURE, GOVERNANCE AND MANAGEMENT

St Mary's Playgroup CIO is governed by its constitution adopted on 24 October 2023 and constitutes a Charitable Incorporated Organisation (Foundation Model).

The CIO commenced operations following the transfer of activities and net assets from the former unincorporated charity St Mary's Playgroup (Registered Charity No. 1031817).

The trustees review risks regularly and have implemented procedures to provide reasonable assurance against fraud, error and mismanagement.

OBJECTIVES AND ACTIVITIES

The CIO's objectives during the year were to:

- Provide high-quality care and education for children below statutory school age.
- Work in partnership with parents and carers to support children's learning and development.
- Contribute to the life and well-being of the local community.
- Offer a service that promotes equality and values diversity.

ACHIEVEMENTS AND PERFORMANCE

The CIO continues to meet its objectives. It employs nine permanent staff and one parent volunteer.

Following re-registration with Ofsted in February 2024, St Mary's Playgroup CIO is currently ungraded. The previous charity received a "Good" judgement at its last inspection in October 2018.

Child numbers have remained strong, particularly in all-day sessions. Children have accessed Working Parent Entitlement, Free for Two funding, and Universal Funding for 3 and 4-year-olds. Parents have been encouraged to take up wider support schemes such as Tax-Free Childcare.

The CIO has maintained a waiting list throughout the year.

We remain a member of our local early years collaboration group and continue to work closely with the adjoining school.

Children enjoyed a range of indoor and outdoor activities. Parents' meetings were arranged to discuss children's development, and both existing and prospective parents were invited to stay-and-play sessions, sports activities and singing events.

We held our annual picnic, inviting all families. A graduation photo booth was set up, and the children enjoyed a visit from Creepy Claws, face painting, glitter tattoos and a cake stall.

Christmas activities were a highlight of the year. Children took part in festive party days and visited Santa's Grotto, receiving a free gift.

Children benefitted from enrichment experiences such as “Little Music Stars” sessions and visits from “Football Fun Factory.” Soft play trips took place in July and December 2024, which all children were able to attend. Children also grew their own vegetables as part of a learning project.

Healthy snacks were provided free of charge each morning and afternoon. Children were encouraged to try a variety of fruits and vegetables, accompanied by milk or water.

The outdoor environment was further enhanced through donated time from “Bees and Trees,” who carried out hedge and tree maintenance to improve the mud kitchen and garden space.

FINANCIAL REVIEW

For the year ended 31 March 2025, total income amounted to £190,117.

Expenditure for the year totalled £150,341, resulting in a surplus of £39,776.

Funds carried forward at 31 March 2025 totalled £85,958, consisting of £9,700 in fixed assets and £76,258 held as cash at bank.

All funds held at the year end were unrestricted.

FUTURE PLANS AND COMMITMENTS

The CIO will continue to enhance its provision for children attending the playgroup and strengthen relationships with parents and the local community.

The CIO will work towards achieving a positive Ofsted grading at its next inspection.

The CIO also plans to seek grant funding for roof repairs and building maintenance.

We will continue to work in partnership with local organisations to provide free or subsidised activities and maintain strong community links.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

They must prepare financial statements that give a true and fair view of the state of affairs of the CIO and of its incoming resources and application of resources for the year.

They are responsible for keeping proper accounting records, safeguarding the assets of the CIO, and taking reasonable steps to prevent and detect fraud and other irregularities.

Approved by the Trustees on _____

P Found – Trustee

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of St Mary's Playgroup CIO for the year ended 31 March 2025.

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 and that an independent examination is required.

My responsibility is to conduct an independent examination in accordance with section 145 of the Charities Act 2011 and the Charity Commission's general Directions.

My examination includes a review of accounting records and a comparison of the accounts with those records. My procedures do not provide all the evidence that would be required in an audit and I do not express an audit opinion.

In connection with my examination, no matter has come to my attention:

1. that gives me reasonable cause to believe that the requirements to keep accounting records in accordance with section 130 of the Charities Act 2011 and to prepare accounts which accord with the accounting records have not been met; or
2. to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts.

Wendy Tetley CGMA

Achieving Clarity

Whitstable, Kent

Date: _____

STATEMENT OF FINANCIAL ACTIVITIES

For the Year Ended 31 March 2025

	Unrestricted (£)	Restricted (£)	Total 2025 (£)	Total 2024 (£)
INCOMING RESOURCES				
Turnover	187,159	—	187,159	125,284
Fundraising Income	2,719	—	2,719	944
Investment Income	239	—	239	248
TOTAL INCOMING RESOURCES	190,117	—	190,117	126,476
RESOURCES EXPENDED				
Charitable Activities	(150,341)	—	(150,341)	(120,325)
NET INCOMING RESOURCES	39,776	—	39,776	6,151
Total funds brought forward	46,182	—	46,182	40,031
TOTAL FUNDS CARRIED FORWARD	85,958	—	85,958	46,182

BALANCE SHEET

As at 31 March 2025

	2025 (£)	2024 (£)
Fixed Assets	9,700	9,700
Current Assets		
Cash at bank and in hand	76,258	36,482
Net Current Assets	76,258	36,482
Net Assets	85,958	46,182
Funds		
Unrestricted	85,958	46,182
Restricted	—	—
TOTAL FUNDS	85,958	46,182

Approved by the Trustees on _____

P Found – Trustee

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Act 2011, applicable accounting standards, and the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities.

Tangible fixed assets: Depreciation is provided at 25% on a reducing balance basis for fixtures and fittings. Land and buildings are not depreciated. Values under £150 are written off in full.

Fund accounting: Unrestricted funds can be used at the trustees' discretion in furtherance of the CIO's objects. Restricted funds are to be used for specific purposes as designated by the donor. The CIO held no restricted funds at the year end.

Taxation: The CIO is exempt from tax on its charitable activities.

Reserves: The CIO maintains adequate reserves to meet its annual running costs.

2. STAFF COSTS

Wages and salaries: £103,202

Employer NI and pension contributions: £13,584

Average monthly employees: 9

No employees received emoluments in excess of £60,000.

3. DIRECT COSTS OF OPERATION

Wages, pension, staff costs, consumables, premises, utilities, cleaning, equipment and other direct costs totalling £150,341.

4. MANAGEMENT AND ADMINISTRATION

General administration, stationery, postage, payroll processing, and professional subscriptions.

5. TANGIBLE FIXED ASSETS

Land and buildings: £9,700

Fixtures and fittings: £0

Total: £9,700

6. MOVEMENTS IN FUNDS

Opening balance: £46,182

Net surplus: £39,776

Closing funds: £85,958

All funds were unrestricted.

7. CASH AT BANK AND IN HAND

Cash at bank: £76,258 (2024: £36,482)

8. CREDITORS

The CIO had no creditors at 31 March 2025 (2024: £0).

9. RELATED PARTY TRANSACTIONS

During the year, the CIO received the transfer of activities and net assets from the unincorporated charity St Mary's Playgroup (Registered Charity No. 1031817). There were no other related party transactions requiring disclosure.

10. POST BALANCE SHEET EVENTS

There were no significant post balance sheet events requiring disclosure.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

INCOME

	£
Turnover	187,159
Fundraising Income	2,719
Investment Income	239
Total Income	190,117

EXPENDITURE

	£
Wages	103,202.14
Pension Cost	3,882.47
Staff Costs	1,380.64
Total Staff Costs	108,465.25
Other Direct Expenses	3,194.10
Premises	617.01
Utilities	825.02
Cleaning	220.57
Phone and Broadband	687.05
Equipment	313.47
Professional Subscriptions	35.00
General Administration Expenses	586.78

	£
Insurance	1,443.57
Bank Charges	165.54
Professional Fees	540.00
Subtotal – Operating Costs	8,627.11
Other operating expenditure (reserve account and unclassified payments)	33,248.64
Total Resources Expended	150,341.00

Net Movement in Funds

	£
Net Movement in Funds	39,776