



# Trustees' Annual Report for the period

Period start date		Period end date	
From	To		
1	31	Sept	Aug
2021	2022		

## Section A Reference and administration details

Charity name	Sunnyside Community Playgroup
Other names charity is known by	NA
Registered charity number (if any)	299419
Charity's principal address	Sunnyside Church, Ivy House Lane, Berkhamsted, Herts
Postcode	HP4 2PP

### 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	Fiona Fitzgerald	Chair	1/5/2020 - current	
2	Emma Elsaesser	Secretary	1/11/2020 - current	
3	Claire Ash-Noble	Treasurer	1/5/2020 - current	
4	Kerry Campbell		24/8/2020 - current	
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Trust
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected by parents/users

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity is governed by the trustees with reference to Ofsted, the Pre School Learning Alliance and senior staff. It was inspected in Oct 2018 and received a "good" rating. The trustees review and approve policies and procedures and meet regularly to discuss ongoing and new issues.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The provision of good quality early years education for children in the local area ages 2-5.

The trustees have regard to the guidance issues by the charity commission on public benefit.  
The main activities are the educational support and care of children in early years, ages 2-5

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

Sunnyside playgroup uses volunteers (usually parents/guardian and from the local area) with the support of the trustees to organise regular fundraising activities.  
The trustees make appropriate grant applications to apply for funding for specific projects and equipment to benefit the children that are not otherwise not affordable.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

Education, support and care of children in early years, providing a safe and caring environment for them to enjoy, develop and prepare for entry into school.

Increased involvement in the local community through links with Sunnyside Church, our allotment and parent volunteers.

Maintaining links with local schools that children will go on to attend to support a smooth transition.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity holds a contingency fund, as recommended by the PSLA, to use for emergencies and cover the running costs for one term in case of closure.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Principle source of funds is payment of fees for children attending the playgroup.  
The fees are intended to cover basic cost of salaries, hall hire, insurance and Ofsted fees.  
Additional funds are raised through additional fundraising activities, to support further expenditure i.e. equipment, training and materials.  
We also have received grant funding from local companies this year to develop our outside areas and for additions play resources

## Section F

## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Claire

Full name(s)

Claire Ash-Noble

Position (eg Secretary, Chair, etc)

Treasurer

Date

15/6/23

INCOME			EXPENDITURE		
Fees			Wages	Autumn 2021	£10,975.45
				Spring 2022	£7,863.53
				Summer 2022	£12,758.64
Other Income			Other Expenditure	Autumn 2021	£2,808.98
				Spring 2022	£2,330.64
				Summer 2022	£3,460.16
TOTAL					£40,197.40
Opening Cash Balance as at 01/09/2021		£14,573.83			
Closing Cash Balance as at 31/08/2022		£16,197.28			



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Sunnyside Community Playgroup

On accounts for the year  
ended

31/8/2022

Charity no  
(if any)

299419

Set out on pages

1-4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/8/2022.

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 (other than that disclosed below \*) 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.

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

Signed:

Andrea J. Bissett

Date:

22/06/23

Name:

Andrea J. Bissett

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

Address:

24 Calvin St. / London Eng. E16NW


**Section B****Disclosure**

Only complete if the examiner needs to highlight material 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.**

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