



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1 st	Sept	2021		31	August	2022

Section A Reference and administration details

Charity name South Cerney Preschool Playgroup

Other names charity is known by n/a

Registered charity number (if any) 301614

Charity's principal address Berkeley Close

South Cerney

Gloucestershire

Postcode GL75UW

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	Jo Hanson	Chair		
2	Louisa Hall	Secretary		
3	Ellie Hanks	Treasurer		
4	Laura Johnston		7/11/23	
5	Naomi Nethercott			
6	Lydia South			
7	Laura Gopsill			
8	Holly Greenhough		7/11/23	
9	Jade Summers		7/11/23	
10				
11				
12				
13				

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant		

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	By voluntary management committee
Trustee selection methods (eg. appointed by, elected by)	Appointed at AGM or co-opted by committee/members

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.

We operate in accordance with our Policies and Procedures. The policies are put in place by the Management Committee and reviewed annually, or as required. The procedures are implemented by our staff members.

We are members of PATA which offers support and guidance for preschools within Gloucestershire.

Section C Objectives and activities

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

The aim of the Playgroup is to enhance the development, care and education of children primarily under statutory school age and also of children and young people of school age by encouraging parents to understand and provide for the need of their children through community (voluntary managed) groups and by:-

1. offering appropriate play facilities and training courses, together with the right of parents to take responsibility for, and to become involved, in the activities of such groups, ensuring that such groups offer opportunities for all children and young people, whatever their races, cultures, religion, means or ability.
2. Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local area.
3. Instigating and adhering to and furthering the aims of PATA.

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)

We provide early years education and childcare for children aged from 2 years until statutory school age. We offer half, and full day sessions, and follow the Early Years Foundation Stage Framework. Our setting is open and accessible to all members of the community and we base our admissions policy on a fair system.

I confirm that we have had regard to the public benefit guides PB1, PB2 and PB3 when making decisions they are relevant to.

Additional details of objectives and activities (Optional information)

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

We have had another successful year at Playgroup with our dedicated team of staff continuing to grow. Mrs Thomson continues to fulfil her role as Manager to a very high standard and Miss Smart and Mrs Fenton provide excellent support as Deputy Manager and SENDCo. Emma Hunter – Osborne has joined us on a permanent basis after many years as bank staff and Mrs Snow who also joined us to provide lunch cover will be increasing her hours after Easter.

A number of long standing Committee members are left at the AGM (Nov 2023) but this was expected as they no longer have children at the setting. We were very pleased to welcome some new members.

We started the academic year with 38 children on our register and ended it with 53 – a slight increase on the previous year.

In July, we saw 25 leavers off to Primary school, with the majority going to Ann Edwards school in South Cerney, with whom we continue to have strong links. We ran a very successful transition period with school from May 2023 which has significant benefits for the children.

This year we were very fortunate to receive over £1000 from South Cerney Duck Race Committee. We also received £500 from Asda at Haydon Wick, £200 from Bathurst Mason's, £75 from South Cerney Flower show and also raised £350 from a recent raffle.

The majority of this money has been spent on developing sensory areas in both rooms and some further improvements in the garden.

We are working closely with Bromford Housing on their planned developments for the housing estate that borders with Playgroup and they have kindly agreed to fund some improvements to our garden and replace some fencing.

Section E

Financial review

Brief statement of the charity's policy on reserves

South Cerney Playgroup aims to hold enough financial reserves to meet redundancy obligations and to sustain the Playgroup if income falls below expected levels.

Aims:

- To manage our finances responsibly
- To budget for predictable fluctuations in income and expenditure
- To hold reserves to cover redundancy obligations, half a term's running cost and to pay lieu of the notice (and building maintenance costs).

Procedures

The Playgroup operates three bank accounts:

- A general account for day to day income and expenditure.
- An account to cover any redundancy obligations (currently held as reserves) required as well as building and maintenance costs if necessary.
- A Fundraising account, for all additional equipment, or buildings.

The amount held to cover any redundancy obligations is reviewed regularly to ensure that sufficient funds are available. Current estimation is £20,000 to cover this.

Budgets are completed annually and updated on a termly basis to take account all factors affecting income and expenditure.

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.

Our principal source of funds is from Gloucestershire County Council's funding for the 15 hours (universal) and 30 hours (extended). We also charge fees for children not yet eligible to receive funding. We also fundraise throughout the year and apply for appropriate grants and funding to purchase equipment and resources as necessary.

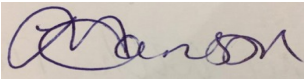
Section F

Other optional information

Section GDeclaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jo Hanson	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	7 th November 2023	

South Cerney Pre-School Playgroup
Receipts and Payments Account
1 Sep 2022 to 31 Aug 2023

2022		2023 Restricted	2023 Unrestricted	2023 Total	Notes 1a
	Receipts				
£37,985	Children's fees	-	£29,565	£29,565	
£86,423	Grant (children funding)	-	£113,770	£113,770	
£4,440	Other Receipts (Playgroup)	-	£4,855	£4,855	
£1	Interest (Bank accounts)	-	£110	£110	
£22,000	Fundraising/ Donations income	£700	£5,521	£6,221	
£150,849	Total Receipts	£700	£153,820	£154,520	1b
	Payments				
£86,152	Salaries	-	£94,144	£94,144	
£1,986	Refreshments & consumables	-	£2,320	£2,320	
£1,768	Play materials	£700	£4,301	£5,001	
£3,723	Equipment	-	£1,442	£1,442	
-	New fixtures	-	-	-	
£5,973	Maintenance & cleaning	-	£15,507	£15,507	
£2,036	Insurance	-	£1,873	£1,873	
£126	Rates	-	£1,082	£1,082	
£6,673	Utilities - electric, telephone, broadband	-	£9,384	£9,384	
-	Utilities - Water	-	£107	£107	
£1,133	Recycling and rubbish disposal	-	£1,138	£1,138	
£204	Subscriptions & other fees	-	£50	£50	
-	Bank fees	-	-	-	
£1,854	Administration costs	-	£1,365	£1,365	
£667	Training costs	-	£1,042	£1,042	
£2,863	Other (playgroup)	-	£3,192	£3,192	
£19,156	Other (fundraising)	-	£445	£445	
£134,315	Total Payments	£700	£137,391	£138,091	
£16,533	Surplus / (deficit) for the year	-	£16,428	£16,428	

2022		2023 Restricted	2023 Unrestricted	2023 Total
	Movement in Reserves			
£53,009	Reserves b/fwd	-	£69,542	£69,542
£16,533	Added to reserves	-	£16,428	£16,428
-	Used from reserves	-	-	-
£69,542	Reserves c/fwd	-	£85,970	£85,970

South Cerney Pre-School Playgroup
Statement of Assets and Liabilities
As At 31 August 2023

2022		2023 Restricted	2023 Unrestricted	Notes
	Movement in reserves			
£53,009	Reserves fund as at 1 Sept	-	£69,542	
£16,533	Add Surplus of receipts over payments	-	£16,428	
£69,542	Reserve fund as at 31 Aug	-	£85,970	2
	Represented by cash funds			
£31,946	Lloyds general account 1		£54,187	
£15,972	Lloyds savings account (fundraising)		£10,076	
£21,580	Lloyds savings account (redundancy contingency)		£21,690	
£44	Cash in hand		£17	
£69,542	Total cash		£85,970	
	Assets retained for charities own use			
£283,250	Buildings		£283,250	
£11,536	Office, computers & electronic equipment		£11,536	
£31,003	Furniture, fixtures & fittings		£31,003	
£20,440	Other assets used by the charity in delivering its objectives		£20,440	
£346,229	Total assets		£346,229	1c
	Liabilities			
-	HM Revenue & Customs PAYE/NIC (payable September 2023)		-	
£161	Other various (payable September 2022)		£206	
£161	Total Liabilities		£206	

Notes:

1. Accounting policies

- a) Basis of accounting: The accounts have been prepared under the receipts and payments basis.
- b) Turnover: Income is credited to the receipts and payments account when received.
- c) Assets retained for charities own use: are listed at estimated replacement insurance value.

2. Reserves

	Restricted	Unrestricted
Balance as at 1 Sep 2022	-	£69,542
Addition to reserves	-	£16,428
Reserves used in the 12 months to 31 Aug 2023	-	-
Balance as at 31 August 2023	-	£85,970

3. South Cerney Pre-school Playgroup is a registered charity and is not liable to taxation.

4. The average number of staff employed in the period was 10.

The accounts are signed on behalf of the Trustees by:

Signed: _____

Print Name: _____

Position: _____



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

Charity Name

SOUTH CERNEY PRE-SCHOOL PLAYGROUP

On accounts for the year
ended

31 AUGUST 2023

Charity no
(if any)

301614

Set out on pages

(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 DD/MM/YYYY.

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").

Independent
examiner's statement

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.

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:

ARR

Date:

22/4/24

Name:

ADAM RYALL

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

CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS

Address:

BROOK COTTAGE

SILVER STREET, SOUTH CERNEY

CIRENCESTER, GL4 5TP

Section B**Disclosure**

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.

No material matters of concern.

I noted that the chair intends to complete a valuation of buildings and equipment which I agree would be a sensible exercise.