

# Straidarran Community Playgroup

Northern Ireland · Charity number 102511

## Details

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**Status** Received

**Registered** 2015-08-14

**Register** [View on the Charity Commission for Northern Ireland register](#)

## Contact

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**Address** 1 Sperrin Bawn  
Claudy  
Londonderry  
Bt47 4gh  
BT47 4GH

**Phone** 07517343531

**Email** [scpg1979@outlook.com](mailto:scpg1979@outlook.com)

## Activities

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**Purposes:** The group is established to promote play based learning environments for all children under statutory school age, (hereinafter referred to as “beneficiaries”) of the Claudy and its surrounding environs in County Londonderry (hereinafter called the “area of benefit”), without distinction of age, gender, marital status, disability, sexual orientation, nationality, ethnic identity, political or religious opinion, by associating the statutory authorities, community and voluntary organisations and the inhabitants in a common effort to advance education, and in particular: a) To advance the education of the beneficiaries by the provision of safe and satisfying group play, with the right of the parents/carers to take responsibility for and to become involved in the activities of the group; and to promote the preservation of health of the beneficiaries; and b) To support the values and principles of Early Years

**What the charity does:** The advancement of education

**How the charity works:** Cross-border/cross-community, Education/training, Playgroup/after schools, Volunteer development

**Who the charity helps:** Parents, Preschool (0-5 year olds), Specific areas of deprivation, Voluntary and community sector

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£60,347	£53,849	£0	5

## Trustees

Name	Role	Appointed
Danielle Devine		
Eleanor Robinson		
Kelly Ann Temple		
Leigh Anne Robinson		
Melissa Wallace		
Michelle Temple		
Shannon Blair		
Ursina Kerlin		

**Straidarran Community Playgroup**

Northern Ireland - Charity number 102511

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# Accounts

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**STRAIDARRAN COMMUNITY PLAYGROUP  
INCOME & EXPENDITURE ACCOUNTS  
1st SEPTEMBER 2023 - 31st AUGUST 2024**

**Income**

Funding note 1	53110.00	
Fundraising note 2	2553.26	
Donations	2616.10	
PrePre	2065.00	
Interest	2.35	60346.71

**Expenditure**

Wages	43867.95	
E	2282.00	
Heat	1075.00	
Insurance	1261.33	
Electricity	690.00	
Phone	1039.90	
Resources	1026.33	
Maintenance	790.00	
Provisions	242.56	
Staff Training	48.00	
Sundries	35.00	
Fire security	61.20	
Pest Control	442.12	
Cleaning	344.10	
A	261.00	
Childrens activities	120.00	
Water	196.31	
Bank Fees	66.20	
		53849.00

Surplus for the year		6497.71
Plus opening balance @ 01/09/2023		-1728.30
<b>Closing book/bank balance @ 31/08/2024</b>		<b><u>4769.41</u></b>

DARRAN COMMUNITY PLAYGROUP  
INCOME & EXPENDITURE ACCOUNTS  
1st SEPTEMBER 2023 - 31st AUGUST 2024

Chair Person Gemma Austin Tara Craig

Date 15/10/24

Secretary Claire Miller ~~Kelly Ann Temple~~ **CLAIRE MILLER**

Date 15/10/24

Treasurer L. Graham Lisa Graham

Date 15/10/24

**Straidarran Community Playgroup**

Northern Ireland - Charity number 102511

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# Accounts

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**STRAIDARRAN COMMUNITY PLAYGROUP  
INCOME & EXPENDITURE ACCOUNTS  
1st SEPTEMBER 2022 - 31st AUGUST 2023**

**Income**

Funding	36777.00	
Fundraising	3282.78	
Uniforms	384.50	
Donations	4930.00	
PrePre fees	1565.00	
Interest	9.25	
	805.45	47753.98

**Expenditure**

Wages	40239.55	
Equipment	3769.24	
Resource	1773.41	
New Fence	7356	
E.Y.	1569	
Heat	815	
Insurance	1240.01	
Electricity	919.09	
Phone	1061.64	
Provisions	684.89	
Maintenance	1030	
Staff Training	46.8	
Fire security	397.35	
Pest Control	441.93	
Cleaning	834.01	
Admin	147.99	
Childrens activities	530	
Water	164.04	
Bank Fees	83.13	63103.08

Surplus for the year		-15349.10
Plus opening balance @ 01/09/2022		13620.80
<b>Closing book balance @ 31/08/2023</b>		<b><u><u>-1728.30</u></u></b>

**Straidarran Community Playgroup**

Northern Ireland - Charity number 102511

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# Annual report

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Straidarran Community Playgroup

Early Years Accredited

Registered with the Charity Commission Northern Ireland - NIC102511 Leader/Chairperson

Combined Report 17<sup>th</sup> October 2023.

**August/September**

Staff team 2022/2023

Brigid Leader 5 days

Ashley 4 days

Sharon 4 days

Chloe 3 days

Carol 2 days

Veronica 1 day - office

3 staff each day - 4 for 2 days to allow Brigid into office

At the end of June the staff cleared the office for it be carpeted with the carpet in the playroom to be replaced over the summer and for the office to be painted since it was cleared out. Brigid and family ripped up the old carpet while Tara and Emma families got a skip organised and over seen the laying of the new carpet and painting of the office. It was agreed that nothing was to go back into the office until it was sorted by staff team as there has been a lot of stuff accumulated over the years, and hadn't been properly cleared out in a while.

The children started in two groups, group 1 started on Tuesday the 30<sup>th</sup> and group two started this brought the class total to 14. Brigid has given notice to the committee that she is to go off in October date to be confirmed for a full hip replacement this has been shared with the staff team and it is agreed due to the number of staff in on different days that everyone is to pull together as a staff team to get her time off covered. It has also been agreed with the committee that SM and BO'k will also get vetted so that they can support the staff team. It has been agreed with the staff team and committee that pre sessions will now be put off pending Brigid's time off for surgery, as staff will be under enough pressure. The Park Tractor Run has been kind enough to allow playgroup to be one of the beneficiaries of the annual tractor run to confirmation yet received of the amount.

**October** – SM clearance has been completed and she is assisting the staff team as a parent volunteer doing the lending library with the new book bags that were purchased with GRL funding. Brigid has received notice of the inspection from the Early Years Social Services team due to take place after the Halloween break all relevant has been shared with the committee and staff team, information of the inspection has been shared with the parents, and the self-evaluation has been returned to social services with parents contact details and other requested paper work, all staff have received their questionnaires and it has been explained that these are not to be returned to playgroup but directly to social services. Brigid's surgery has now been postponed due to ill health but hopefully rescheduled for before Christmas. Brigid has signed up to 12 SENCO co-ordinators course which is fully funded through Belfast Met.

**November** – BO'K vetting cleared. Only the first day of the inspection took place, as the social worker called in sick and there was no one able to complete the inspection in such short notice SS has been informed that Brigid surgery is now to place at the end of November. Therefore, someone needs to keep a close eye on the emails to make sure we don't miss the rescheduling of the day 2 of inspection. Tara and Emma have agreed to monitor this.

**December** – Children attended Sperrin Fun farm to meet with Santa this was subsidised by funds to keep costs down for families. Emma and Tara have now completed level 2 safeguarding. Tara and Ashley held information for pre pre – which are to go ahead in January Tara is to inform the pre pre families. Carol gave her notice, she will finish in March – Tara is get the recruitment paper work and up as soon as possible so we can interview in the new year when Brigid returns. Second part of the inspection has now been set for 10<sup>th</sup> of January 2023 Craft Fayre raised £1135.60. · Tara will dispose of old door. message today from Dennett Interchange - £1500 for fuel passed. Teresa McGaughey. · Also £1500 to be passed for equipment (toys etc) through Dennett Interchange.

**January** – Brigid returned from Surgery on a phased return. Deirdre came back on the 10<sup>th</sup> of January to complete the Inspection. We have received £4000 from the Park tractor run this has been lodged into the bank. It has been agreed that we are now to get a new side door leading to the playground. Part time assistant job has now been advertised to cover carol leaving and the pre pre session. Pre pre session started 2 days a week. To it up day planned for March, depending on the weather. Portal open for September intake through EA portal.

**February** – Ashley has officialy gave her notice to leave as Deputy Playgroup leader, leaving at the end of June. The 2nd phase of fence installed & paid for. Tara finished safe guarding training. The Interview for assistant- successful applicant – awaiting reference. Playgroup closed for Snow days 8th – 9th. Also raised that staff training days need to be notified to parents sooner than the day before. · Fundraiser for bingo to be discussed in bar – after Easter. Sharon to organise bingo caller. · Pre pre children started a week later due to snow. No written report yet for Social Services inspection. Early year specialist on Thursday to discuss post of deputy leader.

**March** – · Wages – general – National Minimum Wage is going up to meet deputy and leader is also to go up the same. Banking staff needed ASAP to cover sickness. Easter hamper April. · Sponsored read & bedtime story night to be held in June. · Received new equipment with funding received. Storage still a problem · Social services report returned – Deirdre 8th Nov & 2nd part in Early Jan physical inspection. Didn't receive report until 20-23rd March. Nothing negative, a couple of actions & a couple of recommendations. Deirdre needs to realise that next Oct/Nov will only be 6months since report received. New mat & microwave granted for by committee.

**April** – Printing posters for Bingo for 5th – first draw at 8pm £5 per book. Invoice for back door not yet received. Sandra hasn't yet had induction – Brigid to follow up. Bingo going ahead on 5th May @ 8.30pm – prize envelopes need done up. · Banking staff – FB post – no applications received. If unsuccessful candidates for Ashley's post could we ask them if they want added to our banking list. Table quiz being put off until September for an ice breaker for new kids. · Reschedule do it up day – oil tank needs sorted ASAP. · Staff meetings need to be called with regards job roles. · Committee has agreed that Tara to come in to review Brigid doing staff reviews as part of Brigids monitoring. Tara then to do Brigids staff review. · Social services report returned - dated 7th March 2023 (not received until 20th – 23rd March). Inspection report is included.

Advertising Deputy job this week. Plans for 30th June – graduation. Personalised cups with sweeties for gifts, ice cream man booked. Committee and management decided not to start 2 pre pre children due to starting late on in the year due to staffing issues and other reasons. Parking issues with residents & our car park – signs to be erected.

**May** – parent information evening held by Brigid and Tara and an open day for the children followed in 2 groups considering high numbers for September (24)

**June** – Plan for September to support children settling in to new routine 2 separate groups for 1.5 hours each then will come together as one group after a few days then their time will

increase according to how each child copes with the new routines until they are in for their full 2.5 hours.

16th June – table quiz to be planned in Hotel. Postponed new date in September  
Deputy Job has been offered to successful applicant, role is to begin pending to the applicant registration of level 5 qualification, which is available fully funded through North West Regional College, role will also depend on this being approved by social services.

No safe guarding issues or concerns

One issue from 1 family with regards to staffing issues and work not done when Brigid was off and not being identified on her return. This has brought to light staff training required (now completed, and to be monitored as part of staff continued professional development) family is content with the outcome.

Self-evaluation from this training was positive from all of the staff team, recorded in staff folders.

**Straidarran Community Playgroup**

Northern Ireland - Charity number 102511

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# Annual return

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## **Independent Examiners Report to the Trustees of Straidarran Community Playgroup**

Report on the Receipts & Payments Accounts for the year ended 31<sup>st</sup> August 2023

### **Respective responsibilities of Trustees and Examiner**

The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 65(2) of the Charities Act (Northern Ireland) 2008 and that an independent examination is needed.

It is my responsibility to:

- \* Examine the accounts under section 65 of the Charities Act (Northern Ireland) 2008
- \* Follow the procedures laid down in the general directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act
- \* State whether particular matters have come to my attention

### **Basis of Independent Examiners Report**

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached

### **Independent Examiner's Statement**

I have completed my examination and have no concerns in respect of the matters (1) – (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Cory Armstrong (BA Hons Finance; MA Quantitative Finance)  
512b Glenshane Road  
Claudy  
07738008209

**Straidarran Community Playgroup**

Northern Ireland - Charity number 102511

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# Accounts

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**STRAIDARRAN COMMUNITY PLAYGROUP  
INCOME & EXPENDITURE ACCOUNTS  
1st SEPTEMBER 2021 - 31st AUGUST 2022**

**Income**

Funding note 1	55261.00	
Fundraising note 2	2481.48	
Uniforms	213.88	
Donations	630.00	
Interest	17.02	58603.38

**Expenditure**

Wages	39720.28	
Equipment	4691.40	
Shed & Carpet	2820.00	
E.Y.	1531.30	
Heat	1375.01	
Insurance	1184.69	
Electricity	975.00	
Phone	660.78	
Provisions	618.16	
Maintenance	625.35	
Uniforms	97.00	
Staff Training	825.70	
Sundries	334.61	
Fire security	295.91	
Pest Control	380.41	
Cleaning	255.10	
Admin	133.99	
Childrens activities	147.20	
Water	114.90	
Bank Fees	60.60	
		56847.39

Surplus for the year		1755.99
Plus opening balance @ 01/09/2021		11864.81
<b>Closing book balance @ 31/08/2022</b>		<b><u><u>13620.80</u></u></b>

**Straidarran Community Playgroup**

Northern Ireland - Charity number 102511

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# Annual report

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**Straidarran Community playgroup**  
**Registered with the Charity Commission Northern Ireland – NIC102511**  
**520, Glenshane Road**  
**Claudy - BT47 4BT**  
**Leader's Report- October 2022**

Agenda September 2022

Safeguarding – no issues at present, all staff signed declaration

1st

Holidays and finishing date – we finished on Wednesday 30<sup>th</sup> June with our very graduation and ice cream man at the end to finish the morning.

Training – Everyone has their core training is current and relevant this includes child protection, food safety, first aid and designated officer training for Brigid and Ashley, designated officer appointed for committee member several references requested, still not completed Tara (chair) to follow up

September 2021:

Brigid (I) have taken the role on as playgroup leader and policies and relevant flow charts has been updated to reflect this.

We have 23 children attending the setting this current year, parents are still not permitted into playgroup at drop off and collection times, these times will remain staggered in line with the government guidelines in regards to Covid 19 pandemic. There has been a private social media group for the parents of the children who are attending playgroup this year and those parents who do not use Facebook there is an alternative WhatsApp option to communicate with parents and share relevant information such as photos, planners and newsletters and anything else I feel relevant. Anything that is shared on Facebook is also shared on WhatsApp so all parents are getting the same information this is in line with our policy of working in partnership with parents and to ensure that everyone's family is involved with the day to day of playgroup life.

October AGM Each new attendee received a booklet outlining roles for the committee · New Committee in place and everyone is happy · Forms to be sourced re: signing over of funds, Lisa Graham to contact bank, and update signatories to include Tara and Emma · Vetting forms and ID to be taken to early years for chair to become affiliated. · Paperwork to be looked at and updated accordingly over the next few weeks. All completed Tara to receive her fit person report as soon as her paper work is completed and Lisa Browne to complete handover on completion of this.

Washing machine very kindly donated and installed in playgroup kitchen. All relevant maintenance up to date pat testing, boiler serviced, fire extinguishers serviced etc.

Do it up days – Invitation for all current families to get involved in the maintenance work needing done both indoors and outdoors at playgroup i.e. decking area, weeding, power washing, guttering, fence boards needing replaced. Not only committee member's partners but all dads in contact with playgroup are welcome. To be arranged for Saturdays in 3-4 hour sessions – this was attended by 4 families out of the 23 families that are using the services this year.

Carpet – Lisa Browne has got a sample from Lisa Houston, she will bring it to playgroup this week to be looked at. Carpet tiles discussed, not suitable due to daily steaming, roll of carpet to be got and jointed without the metal strip which is currently in place. Emma Austin to contact supplier this week regarding donation of carpet. Lino may be an option for joining area at the side where back door opens into playgroup – this was completed over the summer holidays 2022

Side door – draft coming in through the side door, same needs fixed or replaced. May not be able to replace due to fire door standards requirement. Brigid recalls this being brought to committee last year but said they ran out of money. Front door was fitted by Derryork – cost for front door and light £936.00 including vat. This still to be looked into we have received a quote from Dereck Boyd for £570 not including VAT (September 2022) – we are planning to look for other quotes before this goes forward

Mould in kitchen - we need to get a dehumidifier firstly, then clean and paint. Makes sense to treat the source of the damp first. Should be possible to buy a dehumidifier for £100.00. We could check Roxboroughs as they

donated the microwave oven recently. Brigid completed this November 2021 – de humidifier is working well and all staff are aware how to use it an empty as appropriate, it is to be on in the main room when the children are not attendance and in the kitchen on when the children are in as they are not permitted in the kitchen area.

Toy store – we could arrange to reduce the number of jigsaws. Should we arrange the store into rotation i.e what you need to bring out each month on separate shelves. Health and Safety concerns around how the store is currently arranged, built high with items, this needs to be better organised. Folders for jigsaws rather than boxes to save space is an option. Maybe arrange a mum's morning in the new year to make a start on this. - this has now been addressed by the staff team and the committee mainly through sorting and dumping unrepairable equipment and the purchase of the new shed area including new shelves or it - Health and safety completed a visit on the 23<sup>rd</sup> of September and noted the decluttering and organisation of the office and stare area.

Lisa Browne overseen a fundraising event in the Diamond centre (see finance report) that was well attended by the local community with roles delegated out to committee members and staff team.

Fire alarm and emergency lighting needs serviced – same company will do both. This was completed last year in October and the fire alarm has been completed in September 2022

Last year due to local covid restrictions and concerns from staff due to the large number of children in attendance this year it is agreed that new consents were to be sought after in agreement that the children were to sing songs and this is to be recorded and shared with parents through the private Facebook group for the class of 21 and for those parents not on Facebook to be shared through WhatsApp privately. – this worked well and was well received by all families.

Santa - Ashley's husband usually happy to do Santa and has done for several years – we can buy packs of books for £20 as a gift for each child, through the get ready to learn funding. – unfortunately this will not be possible this year due to Ashley having a grandchild in attendance this year and there will be similar issues next year – Brigid has already sourced the cost of Sperrin fun farm this year for Friday the 9<sup>th</sup> of December at 9:30, therefore the children will not be in attendance in playgroup they will go straight to Sperrin fun farm where a responsible adult will stay with them for the duration of their stay due to the nature of the visit. Children will have a party in playgroup on the last day in playgroup before the Christmas holidays.

Emma's raffle – 3 Christmas hampers worth up to £850, tickets £5 per strip.

We had a member of staff leave and another member of successfully employed and joined the team in February 2022 – Chloe who has settled well into the staff team, and employment is continuing into the academic year 22/23

Our annual inspection took place in November from Early years social services- nothing major came out of the inspection although there is an action plan in place going forward mainly to support Brigid in the new role as leader and new committee.

Tara vetting and fit person came through in April 2022 and Lisa Browne completed handover as chair

Due to the high number of pre-schoolers and intense cleaning schedule due to covid 19 we were not able to accommodate pre pre-school children. - this coming year we do have a growing interest in pre pre-school places and our preschool numbers are lower than in previous years, the staff team and committee have agreed that the will accommodate pre pre-schoolers in the new year- more details to follow as details are finalised.

We have 14 pre-schoolers applied for September 2022 there was an information evening for new parents and an open day followed to introduce the new families to the setting.

Connors cottage with decking and the existing storage shed was dismantled and replaced with one single unit with a divide on the inside providing a play shed for the children and storage shed for resources.

we had a surprise visitor for the children on Monday 17<sup>th</sup> June at 10.30am. Parky the magician. We are also

graduation on Thursday 30<sup>th</sup> June finishing off with a visit from the ice-cream man.

Numbers next year – staff team are Brigid the leader 5 days a week Ashley and Sharon 4 days a week and Carol 2 days each a week this allows 3 staff on the floor each day and 4 staff in on Wednesdays and days to allow Brigid in the office for paper work. Carol and Chloe day may be extended in January to accommodate pre pre-schoolers details to be confirmed.

Staff teams training timetable is in form early years the organisation. The setting has to close for 5 days to allow the whole staff team to take part.

**Straidarran Community Playgroup**

Northern Ireland - Charity number 102511

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# Annual return

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**Report on the Receipts & Payments Accounts for the year ended 31<sup>st</sup> August 2022**

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