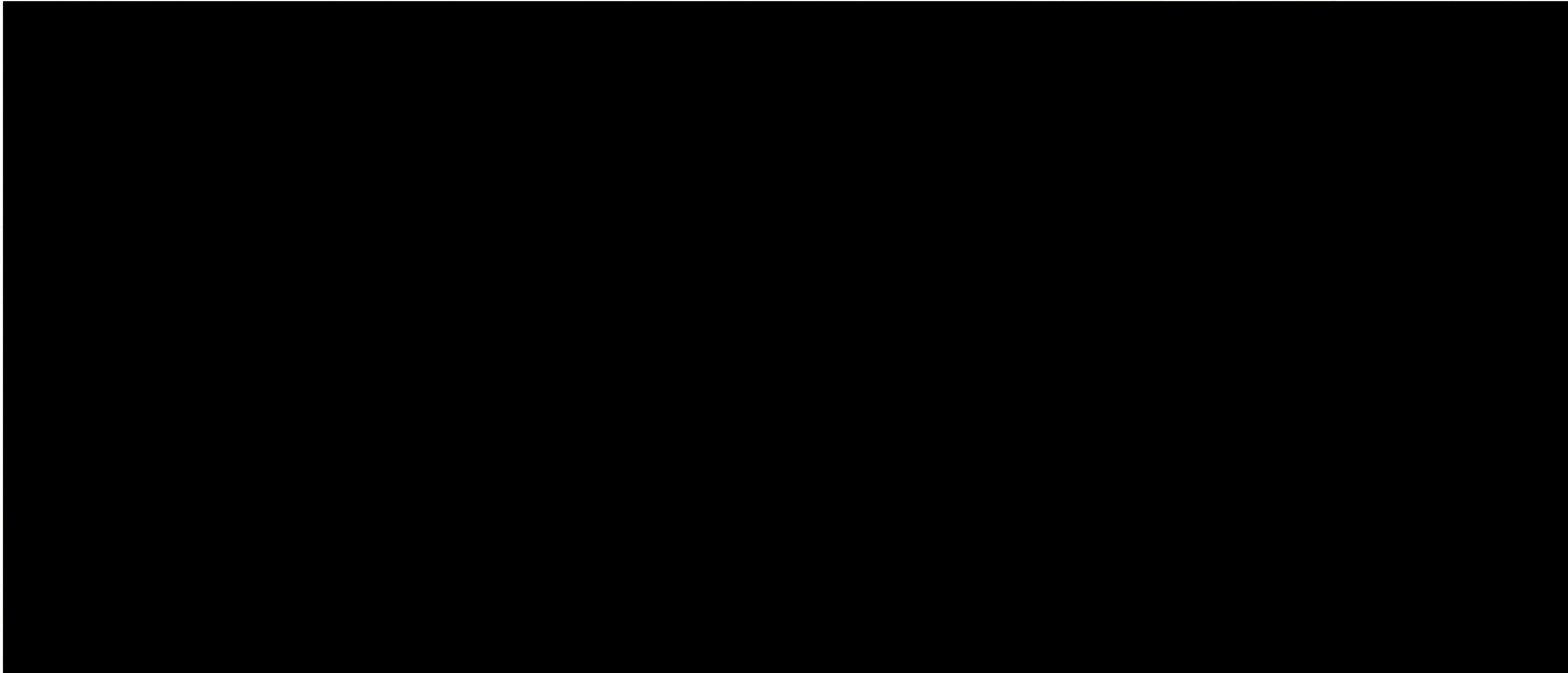


**Culter Community Playgroup  
Management Committee Members' Annual Report and Accounts  
For the year ended 31 August 2024**

The Management Committee has pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 31 August 2024.

**Charity Name**

Culter Community Playgroup  
Scottish Charity Number SC000761



All were appointed at the Annual General Meeting held in September 2023 and all resigned from office at the Annual General Meeting in August 2024.

**Governing document**

Culter Community Playgroup (herein after referred to as Playgroup) is a charitable unincorporated association and its purposes and administration arrangements are set out in our constitution, as revised and approved at the AGM on 22 September 2011.

**Appointment of Management Committee**

The affairs of Playgroup are under the control of the Members who comprise of the parents and guardians of the children attending Playgroup during the year. The day to day operations of Playgroup are managed by an elected Management Committee of between 10 and 15 people, who are elected each year at the Annual General Meeting held in September or October.

**Management Committee members remuneration and expenses**

The Management Committee members did not receive any remuneration.



## **Management Committee Members' Annual Report and Accounts For the year ended 31 August 2024**

### **Charitable purposes**

Our purposes, as recorded in our constitution, are to advance the education and social development of pre-school children by providing safe and satisfying group play opportunities in which parents participate when appropriate.

### **Activities and achievements**

In the year we continued to operate five morning playgroup sessions for children aged between 2 years and 5 years. Our level of attendance has decreased significantly and we have had to take a much younger age profile to continue to run.

Our fundraising activities included our annual Christmas Fayre which was well supported by the local community. This makes a significant financial contribution to Playgroup and we are grateful to all those parents and carers who help run the event and to the wider community who attend.

During the year the children became regulars at the local care home and both young and old enjoy these gatherings.

### **Financial Review & Reserves**

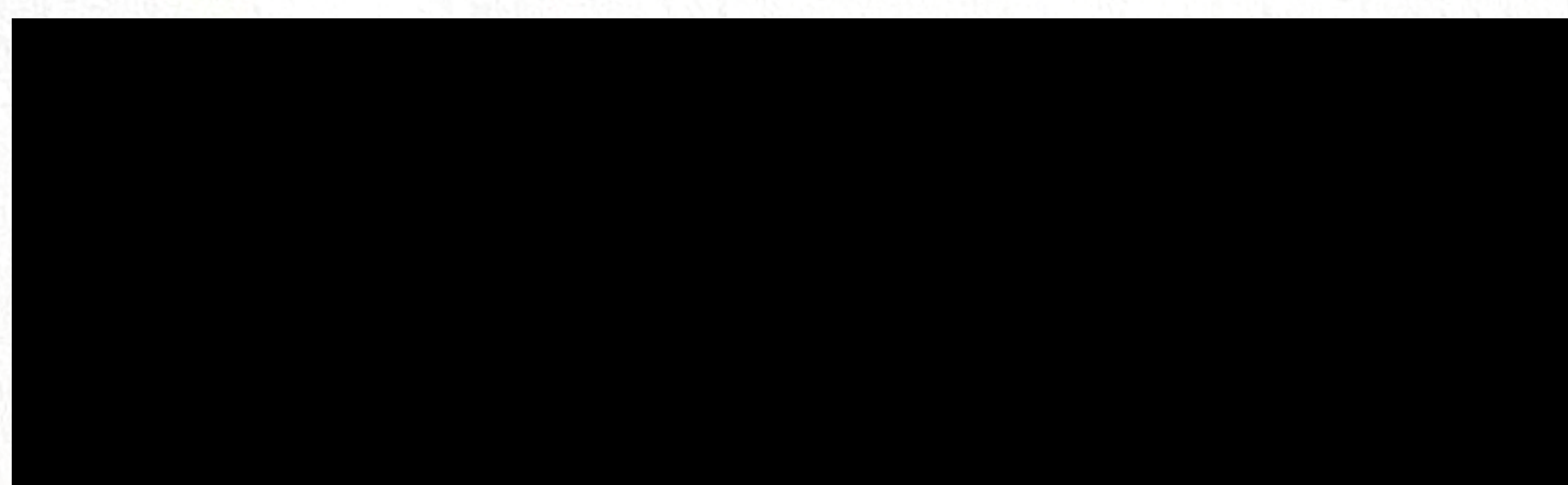
Our two main sources of funding are received from Aberdeen City Council, for children aged 3 years and older; and fees charged to parents. Funding from the council covers the full playgroup session. Our main expenditures are staff costs and rent for our premises.

Receipts for the year amounted to £40,272 (2023: £56,244). The level of attendance has decreased and is lower than in previous years, parents are also using their funding elsewhere which results in a drop in our income as our fees are lower compared to the funding per child received from Aberdeen City Council.

Payments for the year were £57,702 (2023: £57,320). Costs are in line with the previous year. Minimum wage increased in April meaning a rise to wages.

As a result of the loss of £17,430 for the year (2023: loss £1,075), Playgroup held unrestricted funds of £24,729 at the year end. The designated redundancy fund has been increased to £3,400 to cover one month's wages for all new employees per the one month's termination notice given in their contracts and is included within Playgroup's unrestricted funds of £24,729.

Approved by the Management Committee and signed on their behalf by:



5 September 2024

**Culter Community Playgroup**

**Statement of Receipts and Payments – For the year ended 31 August 2024**



**Culter Community Playgroup**  
**Statement of Receipts and Payments – For the year ended 31 August 2024**

	Note	2024 £	2023 £
<b>Receipts</b>			
Funded fee income – Aberdeen City Council		9,859.03	30,681.47
Non funded fee income		24,725.00	14,102.00
Grant income		500.00	0
Fundraising income	3	4,880.43	6,212.59
Donations received		0	4,891.36
Gift Aid		0	0
Miscellaneous other income		0	0
Bank interest		307.43	356.63
		<u>40,271.89</u>	<u>56,244.05</u>
<b>Payments</b>			
Fundraising expenses	3	<u>457.15</u>	<u>325.00</u>
Payments for Playgroup activities:			
Staff costs		43,731.34	39,133.84
Rent		8,310.30	11,063.00
Administration costs	4	2,981.04	2,812.49
Expendables	5	1,591.31	2,975.25
Other expenses		44.80	505.95
New equipment		486.24	403.99
		<u>57,145.03</u>	<u>56,894.52</u>
Donations to community groups		<u>0</u>	<u>0</u>
Governance costs:			
Independent examiner		<u>100.00</u>	<u>100.00</u>
Total payments		<u>57,702.18</u>	<u>57,319.52</u>
(Deficit) / Surplus for year		<u>(17,430.29)</u>	<u>(1,075.47)</u>

All funds are unrestricted.

The Notes on page 5 form an integral part of these accounts.



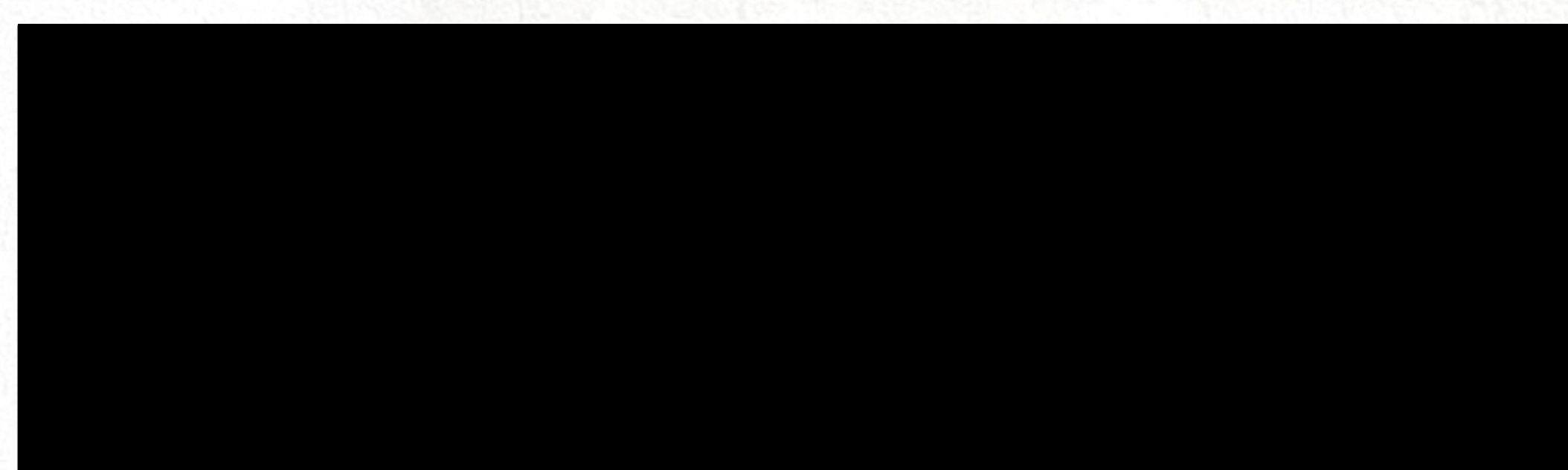
**Culter Community Playgroup**  
**Statement of Balances – As at 31 August 2024**

	2024 £	2023 £
<b>Bank</b>		
Opening balance – Lloyds TSB	20,119.65	21,551.75
Opening balance – Yorkshire Building Society	<u>22,039.96</u>	<u>21,683.33</u>
	42,159.61	43,235.08
(Deficit) / Surplus for year	<u>(17,430.29)</u>	<u>(1,075.47)</u>
Closing balance	<u>24,729.32</u>	<u>42,159.61</u>
Closing balance – Lloyds TSB	24,729.32	20,119.65
Closing balance – Yorkshire Building Society	<u>0</u>	<u>22,039.96</u>
	<u>24,729.32</u>	<u>42,159.61</u>
<b>Reserves</b>		
General funds	21,329.32	38,955.61
Designated redundancy fund	<u>3,400.00</u>	<u>3,204.00</u>
	<u>24,729.32</u>	<u>42,159.61</u>
<b>Assets</b>		
Equipment & toys – based on cost since 2006	13,008.47	12,604.48
Equipment & toys – purchased during year	<u>486.24</u>	<u>403.99</u>
Equipment & toys – closing balance	<u>13,494.71</u>	<u>13,008.47</u>

All funds are unrestricted.

The Notes on page 5 form an integral part of these accounts.

Approved by the Management Committee and signed on their behalf by:



5 September 2024



**Culter Community Playgroup**  
**Notes to the Accounts – For the year ended 31 August 2024**

**1. Basis of Accounting**

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

**2. Nature and purpose of funds**

Unrestricted funds are those that may be used by the Management Committee in furtherance of the objects of Playgroup. The Management Committee maintains a single unrestricted fund for the day to day operations of Playgroup. An amount of £3,400 (2023: £3,204) of the unrestricted fund has been designated for potential redundancy payments.

Restricted funds are those that can only be used for the particular purpose specified by the donor. There are no restricted funds (2023: £nil).

**3. Fundraising**

Analysis of fundraising income and expenses for years ending 31 August 2024:

	2024 Income £	2024 Expenses £	2024 Surplus £	2023 Surplus £
Christmas Fair	3,449.24	100.00	3,349.24	3,699.73
Miscellaneous other	195.29	0.0	195.29	87.86
Sweatshirts	17.90	357.15	-339.25	0
Sponsored walk	908.00	0	908.00	0
Marathon Run	0	0	0	2,100.00
Culter Gala	310.00	0	310.00	0
	<u>4,880.43</u>	<u>457.15</u>	<u>4,423.28</u>	<u>5,887.59</u>

**4. Administration costs**

These include payroll processing costs, training costs, Early Years Scotland membership fee, insurance costs and general administration costs. There are also additional costs associated with the training of new staff and the interactive learning diary.

**5. Expendables**

These include snacks, children's outings and special events and general playgroup consumables.



## **Independent Examiner's Report – For the year ended 31 August 2024**

### **Independent Examiner's Report to the Management Committee of Culter Community Playgroup**

I report on the accounts of Culter Community Playgroup for the year ended 31 August 2024 which are set out on pages 3 to 5.

#### **Respective responsibilities of the Management Committee and Examiner**

The Management Committee are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The Management Committee considers that the audit requirement of Regulation 10(1) (d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44 (1) (c) of the 2005 Act and to state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's Statement**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the Management Committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

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

In the course of my examination no matter has come to my attention:

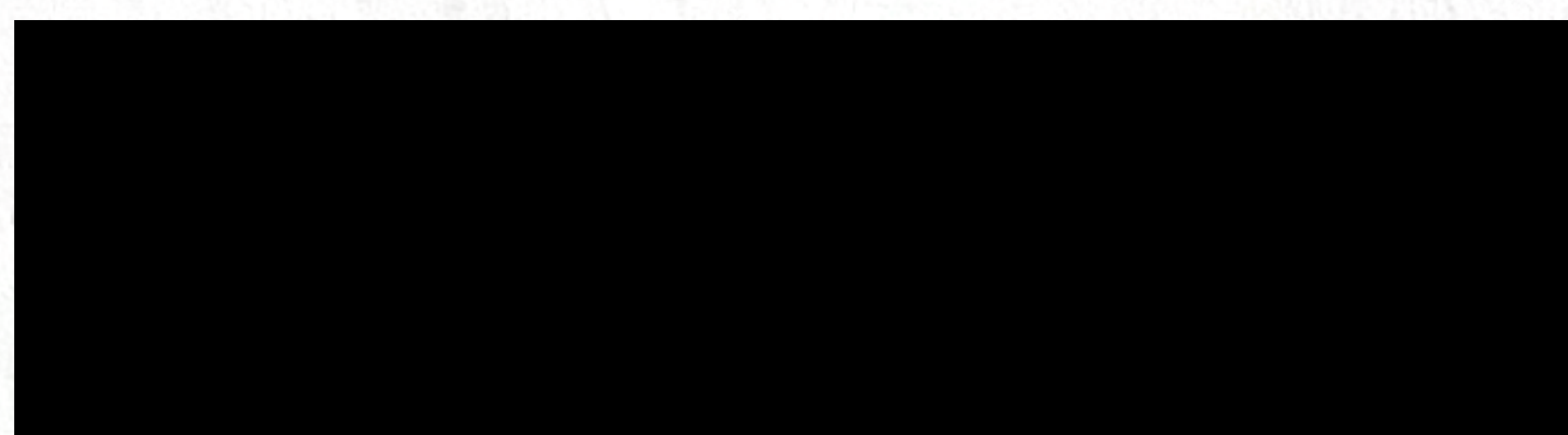
1. which gives me reasonable cause to believe that in any material respect the requirements:-
  - to keep accounting records in accordance with section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name:



Relevant professional qualification/ professional body: C.A.

Address:



Date:

29.4.25