

Knockando Playgroup

Annual Report for the year ended 31 March 2024

Reference and Administrative Information

Charity Name

Knockando Playgroup

Charity No

SCO14667

Address

Knockando Primary School, Aberlour, Moray AB38 7RY

Current Trustees



Other Trustees who served during the year



Appointment of trustees

The playgroup committee, which normally meets bimonthly during term time, are the charity's trustees. Membership of the committee is open to all parents and guardians of children attending the playgroup. Trustees are elected at the annual general meeting which is held in June. There must be a minimum of three trustees.

Charitable purposes

To provide educational care facilities for children of pre-school age in Knockando and the surrounding area.

Activities and achievements

This financial year, Knockando Playgroup continued to provide essential early learning and childcare for children in our local rural area. We started the academic year in August with eight children on our roll and had two more join us at Easter giving us a roll of 10 to end the year.

We have continued to develop both our indoor and outdoor areas to make these as user friendly as possible and to offer the best learning opportunities for the children. Through continued self-evaluation and audits of our spaces we are now happy with the set-up of our indoor space and the different range of activities available.

Outdoors, we eventually got our planned shelter up and, in spite of the ongoing issues with a leaking roof, it is a great asset. In addition to the obvious benefit of keeping us dry when it is raining, it has also given us a great deal of space to store resources. This has meant we have been able to

introduce our woodwork station, while having all we need for our fire pit being kept nice and dry. We have been able to set the shelter up in a way that everything is easily accessible to the children, and we have the space to store our lovely outdoor blankets and cushions so we can have a comfy area to relax while outside.

We are still regularly spending sessions at the woods and have been rethinking our use of the space there too, trying to focus on play with the natural resources we find around us and thinking about the best use of this brilliant resource. Both children and practitioners love their time there.

Over the course of the year we covered a vast range of different topics and areas, all following the children's interests. These have included nature and the environment around us, safety, stick insects and growth cycles of both animals and plants, space and planets, and going to the vets, to name just a few. This year we enjoyed celebrating Halloween and dressing up and trying some party games. At Christmas it was great to invite parents in for a little concert before our own Christmas party, and we had a fantastic end of term trip to Byres Farm, followed by our own Sports Day to finish off the term.

We continue to be involved and included in the life of the school community and were offered dance lessons in October when the school were organising some for themselves. The Playgroup children stole the show at the Christmas play with our Sheep Shimmy and it was lovely to see the current and past playgroup children all together in the play. We were also involved in the sports night, we joined Outfit Moray's bike sessions and had a mini first aid session. Although we are run independently, our strong links with the school, staff and children, helps so much with transition to P1.

Our Moray Council Early Years team have been regular visitors to us this year, advising and supporting staff and the children. Other external agencies have also visited, allowing us to provide the best support for the children in our setting.

Our Nursery Improvement plan had three areas this year: further developing the use of our Learning Journals to help with tracking and monitoring of the children's progress and setting achievable next steps; further embedding numeracy in our setting; and a focus on self evaluation and improvement.

Overall, it was a very busy, enjoyable and rewarding year. Our staff have been delighted to spend this year learning with the children and they would like to thank all parents and carers for their support during this session. As trustees meanwhile, we are grateful to the staff for their committed work and the successful outcomes they have created for the children.

Financial review

With funding primarily provided by the Moray Council, our income was also supplemented by our own fundraising activity. Expenditure covered staff salaries, administration costs, educational supplies and upgrading facilities and equipment. Producing a surplus for the year, we were able to maintain adequate cash reserves to protect our ability to provide our charitable services to local families on an ongoing basis.

Reserves Policy

The trustees' policy is to maintain reserves at a minimum of three months of normal running costs in order to meet commitments and to cover any unexpected expenditure. Reserves at the end of the year were £160,801 which exceeds the target.



KNOCKANDO PLAYGROUP

Receipts and Payments Account for the year ended 31 March 2024

		<u>2024</u>	<u>2023</u>
		£	£
Receipts			
Moray Council Grant Income	note 1	82,704.21	90,583.50
Fundraising Events		3,862.33	1,357.97
Donations		261.53	253.93
Snack, Trip and fees raised		205.75	-
Total Receipts		87,033.82	92,195.40
Payments			
Fundraising expenses:		829.21	20.00
		-	-
		829.21	20.00
Payments for Playgroup activities:			
Wages	note 1	54,261.15	44,227.71
Inland Revenue - Tax & NI	note 1	5,683.64	3,567.70
Administration		1,892.06	1,045.01
Toys/ Equipment	note 2	3,346.53	3,034.84
Outings, materials and snacks		1,304.79	1,668.60
Training courses and travel expenses		422.90	230.38
Care Commission/Disclosure Scotland/SSSC Reg		124.00	136.20
Insurance		403.36	264.07
		67,438.43	54,174.51
Total Payments		68,267.64	54,194.51
(Deficit) / Surplus for year		18,766.18	38,000.89

Some funds are restricted, see page 2 for details

Scottish Charity number SC014667

KNOCKANDO PLAYGROUP
Statement of Balances as at 31 March 2024

	<u>2024</u>	<u>2023</u>
	£	£
Bank and cash in hand		
Opening balances	142,035.31	104,034.42
(Deficit) / Surplus for year	18,766.18	38,000.89
Closing balances	160,801.49	142,035.31
 Reserves		
General funds	63,921.46	61,862.47
Restricted funds	96,880.03	80,172.84
 Assets		
Equipment and toys at purchase cost	note 2 3,346.53	3,034.84

Scottish Charity number SC014667

Approved by the Trustees and signed on their behalf



Notes to the accounts of the Knockando Playgroup

- Note 1 The accounts following the cash accounting principle (non accrual) and therefore reflect the actual monies received and paid in the time period.
- Note 2 The assets shown represent the current year's expenditure in equipment and toys. It is felt that the nature of these assets is such the their value would not be material beyond one year.

Scottish Charity number SC014667

Independent Examiner's Report to the Trustees of Knockando Playgroup

I report on the accounts of the Knockando Playgroup for the year ended 31st March 2024, which consist of a Statement of Balances, a Receipts and Payments statement and the notes pertaining to them.

Respective responsibilities of the trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply.

It is my responsibility to examine the accounts as required under section 44(1) (c) of the 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 following accounting records kept by the Knockando playgroup and a comparison of the accounts prepared with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees 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 Accounts Regulations

~ to prepare accounts which accord with the accounting records and comply with the Regulation 9 of the 2006 Accounts Regulation

have 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.

