

Charity registration number SC017226 (Scotland)

CROSSFORD PLAYGROUP
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

CROSSFORD PLAYGROUP

CONTENTS

	Page
Trustees' report	1 - 3
Independent examiner's report	4
Statement of Receipts and Payments	5
Statement of Balances	6
Notes to the financial statements	7 - 9

CROSSFORD PLAYGROUP

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

Our purposes, as recorded in our constitution, are to promote the aims of Early Years Scotland, which are to advance the education of pre-school children with the emphasis on play experience, so that they may take a constructive place in the community and also to advance the education of their parents and other appropriate persons.

In furtherance of the above aims the group shall seek: to provide safe and satisfying group play in which parents take part when appropriate and to encourage other charitable activities through which parents may help the children.

Achievements and performance

This year began with a change in management for the Playgroup, and a focus on building a new staff team, relationships between the Playgroup and the community, and boosting parental engagement.

Staff and children from the Playgroup visited local Toddlers groups, and a first Open Day was held in November 2022, welcoming families of past, present and prospective children to the Playgroup.

In December 2022, a book sale served as a Fundraiser and a great way to get the children involved with the books, and the result of this was some new reading materials for the main playroom which were able to be tied in .

Working closely with our council partner and the support of our Development Officer, other changes were made to the Playgroup during the year, following on from the beginning of this work the previous year, including some significant improvements to the outdoor area.

The children also enjoyed the re-introduction of Forest Kindergarten sessions, with one of the Playgroup's practitioners training in this and first walks to the local walks to enhance outdoor learning beginning. Outdoor education was also fostered in the garden area of the Playgroup itself with focuses on learning about garden wildlife and plants.

The year ahead will see challenges again. Having stabilised the finances and organisation many of the board decided to move on. The new board will now focus on making finances sustainable in the long term and delivering for the children in the coming year.

Financial review

The trustees in the previous financial year (2020-2021) established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ("the free reserves") held by the charity should be three months of running costs, which equates to £7,000 in general funds. At this level, the previous trustees felt that they would be able to continue the current activities of the centre in the event of a further significant drop in funding. However, it was brought to the Trustees' attention that it would be sensible to have a Redundancy fund as well, just in case anything should happen and we were forced to close. This was calculated as equating to about £20,000 currently, and the current Trustees noted in 2020-21 that they would like this to be added into the Savings account. Unfortunately, this transfer has not yet been made, but as the funds are definitely there, the Trustees feel confident that the transfer will be able to be made, and that this will then be a significant help in the event of forced closure in the future.

The deficit for the year was £18,668 (2022 surplus - £11,206). The profit generated from fundraising events was £5 (2022 - £366). The playgroup held unrestricted funds of £42,848 at the year-end (2022 £61,516).

CROSSFORD PLAYGROUP

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

Governing Document

The playgroup is a charitable unincorporated group and the purpose and administration arrangements are set out in our constitution.

The Trustees of Crossford Playgroup are made up of the Crossford Playgroup Committee, which is appointed each year at the AGM. At the end of this financial year, all members of the Committee resigned and a new Committee was formed on 14th March 2022 following an Extraordinary General Meeting (EGM) on 7th March 2022. Therefore details for both the newly appointed Committee and the previous, who were the Trustees throughout the financial year until March 2022, are below.

Chairperson

Treasurer

Secretary

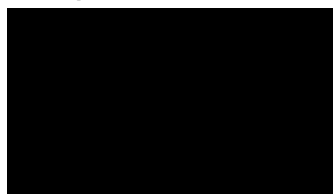
Other Committee Members



Recruitment and Appointment of Trustees

The Trustees of the playgroup are known as the Committee. All members of the Committee are appointed or reappointed at our Annual General Meeting which is generally held in May/June each year. This year as stated above a new Committee was formed at an Extraordinary General Meeting in March 2023.

Principal Address



CROSSFORD PLAYGROUP

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Trustee Remuneration and Expenses

The Trustees did not receive any remuneration or expenses during the year.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

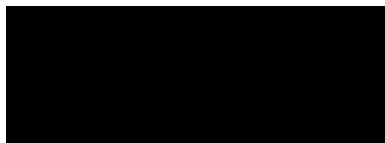
The law applicable to charities in Scotland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees' report was approved by the Board of Trustees.



Dated: 26 March 2024

CROSSFORD PLAYGROUP

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CROSSFORD PLAYGROUP

I report on the financial statements of the Charity for the year ended 31 March 2023, which are set out on pages 5 to 9.

Respective responsibilities of Trustees and examiner

The Charity's Trustees are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investments (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's Trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the financial statements 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 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements.

Independent examiner's statement

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

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

[REDACTED]
Thomson Cooper
3 Castle Court
Carnegie Campus
Dunfermline
Fife
KY11 8PB

[REDACTED]
Dated: 26 March 2024

CROSSFORD PLAYGROUP

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 MARCH 2023

Current financial year

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
<u>Income from:</u>							
Donations and legacies	2	37,372	-	37,372	57,585	-	57,585
Charitable activities	3	26,582	-	26,582	23,926	-	23,926
Other trading activities	4	5	-	5	366	-	366
Investments		110	-	110	-	-	-
Total income		64,069	-	64,069	81,877	-	81,877
<u>Expenditure on:</u>							
Raising funds	5	-	-	-	197	-	197
Charitable Activities	7	82,737	-	82,737	70,474	-	70,474
Total resources expended		82,737	-	82,737	70,671	-	70,671
Surplus for Year		(18,668)	-	(18,668)	11,206	-	11,206

CROSSFORD PLAYGROUP

Statement of Balances

AS AT 31 MARCH 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
Bank and deposit balances					
Bank and deposit balances brought forward		61,516	2,839	64,355	53,149
payments in year		(18,668)	-	(18,668)	11,206
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Bank and deposit balances carried forward	7	42,848	2,839	45,687	64,355
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Liabilities					
PAYE Liability		10,413	-	10,413	7,049
Accruals		240	-	240	240
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
		10,653	-	10,653	7,289
		<u> </u>	<u> </u>	<u> </u>	<u> </u>

The Accounts were approved by the Trustees on 26 March 2024

[Redacted Signature]

Chairperson

Treasurer

CROSSFORD PLAYGROUP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Crossford Playgroup is an unincorporated charity.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

1.2 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

2 Donations and legacies

	2023 £	2022 £
Grants	37,372	57,585

3 Charitable activities

	2023 £	2022 £
Holiday Club	-	924
Fees	26,582	23,002
	26,582	23,926

4 Other trading activities

	2023 £	2022 £
Fundraising events	5	366

CROSSFORD PLAYGROUP

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

5 Raising funds

	2023 £	2022 £
<u>Fundraising and publicity</u>		
Other fundraising costs	-	197
	<u>-</u>	<u>197</u>
	<u>-</u>	<u>197</u>

6 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

7 Charitable Activities

	2023 £	2022 £
Wages	66,127	62,024
Rent and Insurance	7,598	5,193
Toys and Equipment	2,911	1,275
Sundry Expenses	4,188	867
Accountancy Costs	240	504
Staff Training	850	33
Printing, Postage & Stationery	-	157
Lunch club expenses	748	331
Telephone	75	90
	<u>82,737</u>	<u>70,474</u>
	<u>82,737</u>	<u>70,474</u>

8 Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	8	8
	<u>8</u>	<u>8</u>

Employment costs

	2023 £	2022 £
Wages and salaries	63,430	62,024
Social security costs	2,697	-
	<u>66,127</u>	<u>62,024</u>
	<u>66,127</u>	<u>62,024</u>

CROSSFORD PLAYGROUP

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

9 Bank and Cash in hand

	2023	2022
Made up as follows:	£	£
Current account	40,432	59,210
Savings account	5,255	5,145
	<u>45,687</u>	<u>64,355</u>

10 Unrestricted funds

These are unrestricted funds which are material to the Charity's activities made up as follows:

	Movement in funds			Movement in funds			
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended 31	Balance at March 2023
	£	£	£	£	£	£	£
Unrestricted Fund	50,311	81,877	(70,671)	61,516	64,069	(82,737)	42,848

11 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		
	Balance at 1 April 2021	Incoming resources	Balance at 1 April 2022	Incoming resources 31	Balance at March 2023
	£	£	£	£	£
Extra Grant	2,188	-	2,188	-	2,188
Development Fund	378	-	377	-	377
Co-Op Fund	275	-	275	-	275
	<u>2,840</u>	<u>-</u>	<u>2,839</u>	<u>-</u>	<u>2,839</u>