



Rodborough Playgroup Trustees' annual report

1st September 2022–31st August 2023

Rodborough Playgroup

Tabernacle Walk,

Rodborough,

Stroud,

Gloucestershire

GL5 3UJ

Phone: 01453 756141

Ofsted Reg: 101719 | Charity Reg: 1001432

Aims and objectives.

The aim of the group, as outlined in our Governing Document, is to enhance the development, care, and education of children primarily under statutory school age and of school-aged children by encouraging parents to understand and provide for their needs through community-managed groups. This includes:

- Offering appropriate play facilities and training courses, with parental involvement.
- Ensuring inclusivity for all children regardless of race, culture, religion, means, or ability.
- Promoting the study of children's needs and raising public interest and recognition of these needs locally.

Overview

Rodborough Playgroup provides early years' childcare for children aged 2 years and 6 months until school age, operating from 8:45 to 15:00 on weekdays during term time. For over sixty years, this parent-run, community-based charity has served the local area. Situated near Rodborough Common, the playgroup offers children the chance to explore the outdoors, enhancing their learning experiences.

Our committee of volunteer parents employs professional staff who work with children using the Early Years Foundation Stage Curriculum (EYFS). We offer a safe and stimulating environment with various play-based activities. Facilities include a large playroom, a fully equipped kitchen, and two enclosed outdoor spaces with a sand pit, mud kitchen, and areas for digging and planting.

The playgroup serves 30 to 50 families at any given time, fostering strong relationships among children, parents, and staff. Parents participate in fundraising, session assistance, and various tasks to keep the playgroup running. We are registered with and inspected by Ofsted, receiving a 'Good' rating in November 2022. We are also affiliated with PATA, which provides training and guidance.

Structure, Governance, and Management

Our Governing Document is a Group Constitution affiliated with PATA (UK). Rodborough Playgroup is managed by a committee elected at the AGM, consisting of X trustees, including 3 Officers (Chair, Secretary, and Treasurer). The Chair is the Playleader's line manager while the Playleader line manages the staff team. Playgroup also pays a part-time freelance administrator to help with the day-to-day running of the charity. Trustees must be voted on to the committee by the committee. The committee meets 6 times a year, with additional meetings for the fundraising team as needed.

Trustees for the Period

- Sarah Beaumont (Chair)
- Sarah Nash (Vice Chair – stepped down November 2021)
- Kirsty Taylor (Treasurer)
- Jess Stafford (Secretary)
- Jane Burrow (Playleader and Trustee)
- Emily Dolphin (stepped down July 2022)
- Sian McDonnell (stepped down July 2022)
- Amy James
- Hayley Turner (started November 2021)
- Jay Swindell (started January 2022)
- Helen Evans (Started June 2022)

Activities during the year

In 2022-23, Rodborough Playgroup focused on recovery and adaptation amidst ongoing challenges from the Covid-19 pandemic and rising inflation. One area we focused on was recruitment across both staff and committee. We successfully recruited a new treasurer, chair, vice chair, deputy playleader, staff member and new committee members.

In addition, the Playleader organized staff bonding activities which included walking up Pen-Y-Fan and raising money for Playgroup. We also saw an increase in children with special educational needs (SEN) following covid, requiring additional staff attention and care.

Due to the financial impact of Covid and rise in inflation we increased efforts on fundraising and organized several events such as Spring Trail and treasure hunt open to everyone, a Christmas Fayre, and a community fete featuring activities for all ages. The local Parish councilor even took on the role of Santa at our Christmas events.

Rodborough Playgroup Committee Financial Report for 2022/23

The year 2022/23 was a challenging financial year for Rodborough Playgroup. Significant increases in staffing cost, rent and overall costs have increased ahead of funding. Some great efforts were made to secure additional income in from grants and fundraising.

The accounts have been independently examined by Dan Tarr of SLS Accountants Ltd. Dan's report is also attached below.

Income

Total income for the year was £107,460. A special measure grant totalling £9,000 was awarded to Playgroup due to the challenges we have faced which were deemed beyond the control of the charity. In addition, we had a record year for fundraising and donations. A huge thank you for everyone involved. Thanks to everyone who helped with fundraising events and to those who donated money of course. Playgroup would not survive without you!

| INCOME | 2022/23 Actual | 2021/22 Actual | % DIFF |
|----------------------------|-----------------------|-----------------------|---------------|
| Glos CC Grant | £60,987 | £84,031 | 73% |
| Glos CC Gran pupil premium | £0 | £858 | 0% |
| Fees | £30,389 | £21,563 | 141% |
| Fundraising | £4,156 | £2,288 | 182% |
| Donations | £2,285 | £1,361 | 168% |
| Gift Aid | £280 | £0 | 0% |
| Bank interest | £0 | £0 | 0% |
| Other grants | £9,360 | £560 | 1671% |
| Miscellaneous | £3 | £57 | 4% |
| Development | £0 | £0 | 0% |
| TOTAL INCOME | £107,460 | £110,718 | 97% |

Outgoings

Total outgoing for the year was £114,144 and was driving by increases in rent, additional maintenance work and inflationary rises across several other areas. In total costs increased by 5% vs LY. Due to the drop in income significant efforts were made to control costs and fight the increase in costs.

| OUTGOINGS | 2022/23 Actual | 2021/22 Actual | % DIFF |
|-------------------------|-----------------------|-----------------------|---------------|
| Rent | £10,993 | £8,201 | 134% |
| Insurance | £858 | £807 | 106% |
| Repairs/maintenance | £1,212 | £268 | 452% |
| Staff Wages | £84,525 | £87,512 | 97% |
| Repaying holiday pay | £3,738 | | 0% |
| Training | £1,304 | £747 | 175% |
| PATA payroll | £500 | £532 | 94% |
| OFSTED | £707 | £50 | 1414% |
| PATA membership | £0 | £105 | 0% |
| Pupil premium purchases | £0 | £374 | 0% |
| Resources | £3,126 | £2,728 | 115% |
| Consumables | £1,260 | £929 | 136% |
| Covid supplies | £0 | £2,072 | 0% |
| Telephone | £582 | £515 | 113% |
| Subscriptions | £227 | £277 | 82% |
| Playgroup events | £756 | £1,230 | 61% |
| Staff mileage | £53 | £137 | 38% |
| IT Support | £1,081 | £774 | 140% |
| Loan interest/repayment | £2,130 | £1,242 | 171% |

| | | | |
|-------------------------|-----------------|-----------------|-------------|
| Miscellaneous | £905 | £437 | 207% |
| Fundraising expenditure | £190 | £154 | 123% |
| TOTAL OUTGOINGS | £114,144 | £109,091 | 105% |

Bank balance, reserves and cash flow.

The overall financial position in 2022/23 was a loss of £6,684 vs a profit of £1627 LY. This has also had an impact on our reserves, and we currently do not meet our reserves policy however a plan is in place to resolve this, and we are positive in the direction we are moving on it. The balance at the bank throughout the previous financial year should be considered to ascertain the lowest bank balance throughout the twelve-month period. If this figure is greater than £4,000 then no additional money needs to be set aside to cover cashflow. The lowest balance on the bank account for 22/23 was £10,995

| | 2022/23 Actual | 2021/22 Actual | % DIFF |
|-------------------------------------|----------------|----------------|--------------|
| Net of receipts and payments | -£6,684 | £1,627 | -411% |

Reserves at the end of the 2022/23 financial year were £17,035.37 which did not meet our target. (Please see the full reserves report for more details.)

| | |
|--|---------------|
| Balance on 1 September 2022 | £23,541 |
| Net of receipts and payments from 1/09/2021 – 30/08/2022 | -£6,684 |
| Other income (deposits for new starters) | £1,350 |
| Balance on 31 August 2023 | £18207 |

**Independent Examiner's report to the trustees of
Rodborough Playgroup**

I report on the accounts for the year ended 31 August 2023, which are set out on pages 1-2.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

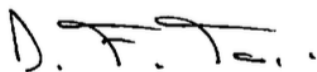
I have examined your charity's accounts as required under section 145 of the Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Dan Tarr
SLS Accountants Ltd
78 Draycott
Cam
Dursley
Glos
GL11 5DH

Date: 6 November 2023

**Independent Examiner's report to the trustees of
Rodborough Playgroup**

I report on the accounts for the year ended 31 August 2022, which are set out on pages 1-3.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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

1. That accounting records were not kept as required by section 130 of the Act; or
2. That the accounts do not accord with those records; or
3. That the accounts do not comply with the accounting requirements of the Act; or
4. That there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

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



Dan Tarr
SLS Accountants Ltd
78 Draycott
Cam
Dursley
Glos
GL11 5DH

Date: 31 October 2022
