



Trustees' Annual Report for the period

From **01/09/2022** Period start date

To **31/08/2023** Period end date

Charity name: **Colgate Playgroup**

Charity registration number: **1002181**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The aim of this association is to provide Early Years Education for children below compulsory school age.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Being registered with Ofsted and following the Early Years Foundation Stage (EYFS). Supporting parents and children during their time at Colgate Pre-school. Providing a safe, stimulating environment for children that encompasses the EYFS.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We meet the requirements of the EYFS and we are registered with Ofsted.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
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Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>We began the year with 44 children on roll and finished the year with 51 children. We employed 12 members of staff. At the end of the year one member of staff semi-retired and moved to bank staff. We continue to provide care and education for children aged 2-4 years. This year 30 children have moved on to primary schools which is a larger than usual number. We also have 5 children who have also been offered places in school nurseries so will not be returning in September. This will have an impact on our intake for September which is likely to be lower for the next school year.</p> <p>Our main source of income is from the government Free Educational Funding for children aged 2, 3 and 4 years. This funding remains to fall very short of the amount it costs settings to deliver quality childcare. Restrictions to charging parents extra to cover the shortfall remains to have a significant impact on our income.</p> <p>Constraints such as not being able to charge a registration fee for funded children means there is no commitment to a place and results in some no shows for September. Employer costs continue to rise at a much higher rate than the funding received. This has had a significant impact on our running costs. We continue to hold fund raising events such as raffles and refreshments at Christmas, Easter and Sports day. We use funds raised from these events to purchase toys and resources for the children.</p> <p>At Colgate pre-school we aim to provide the best childcare experiences for children and their families. We continue to run our baby and toddler group and open our doors to families in the local community to join us for the stay and play session. This enables families to access a play session for their child and meet other parents and carers. We also run forest school sessions to provide outdoor learning experiences for children.</p> <p>Our aim for the future is to pay our staff a good wage to encourage them to stay,</p>

		continue to provide high quality care and education and be sustainable.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We hold cash at bank and in hand of £51,136 all of which is unrestricted funds.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	These funds are held in order to meet unforeseen expenditure and contingency.
Amount of reserves held	Para 1.22	Nil
Reasons for holding zero reserves	Para 1.22	All funds held for non-restricted activities.
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No on- going concerns or issues

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Committee
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Voted in by parents at AGM

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Colgate Playgroup
Other name the charity uses	Colgate Pre-school
Registered charity number	1002181
Charity's principal address	Colgate Memorial Hall, Blackhouse Road, RH13 6HS

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	None

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

None


Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Geraldine Hansen	
Position (eg Secretary, Chair, etc)	Treasurer	

Date 28/6/2024

Colgate Pre-School Cashflow 2022-2023

	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August	Cash Flow Total
Income													
Balance Brought Forward	58194.26												
Direct Fees	3273	3390	5029.44	718.56	4609.25	3379.25	2148.75	2996	829.5	5579.75	1247	55	33,255.50
Bank (cash)													
WSSC 2 yr funding		3331.23		2067.66		886.14		2283.12		978.48	4439.4		13,986.03
WSSC Funding 3/4 yr funding		12978.17		31520.16		13939.2		36353.47		15169.97	12420.03		122,381.00
Early start/Late pick up	72	93	100	64	78	81.5	193.5	276.5	270	409	75		1,712.50
Charity Fundraising (Other)		236.55		25					11.5				273.05
Pre-school fundraising				557					305		1484		2,346.00
Forest School					2540			1270			2800		6,610.00
Toddlers	93	93	123	21.00	105	72	126	42	246	84	30		1,035.00
Photography Commission		60.3								97.8			158.10
Training									77				77.00
Refunds/Repayments							14.99			35.66	99.99		150.64
Uniform Sales	139	76	20	20	20		12			62.5	80		429.50
Donation					200			20	5			64.5	289.50
Interest											0.98		0.98
Income Subtotal	3577	20258.25	5,272.44	34993.38	7,552.25	18358.09	2,495.24	43,241.09	1,744.00	22,417.16	22,676.40	119.50	182,704.80
Expenditure													
Staff Salary	10,616.88	10,606.17	11,088.13	11,003.20	11,320.31	11,489.32	12,185.64	12,688.89	11,461.16	11,643.22	12,750.75	11,898.14	138,751.81
Hall Rental	888.78	888.78	888.78	888.78	888.78	888.78	888.78	888.78	888.78	888.78	888.78	888.78	10,665.36
HMRC	522.01	675.72	1,036.80	1,220.45	1,015.95	1,426.91	1,450.80	1,678.38	1,510.06	1,606.06	1,579.26	1,895.35	15,617.75
Nest Pension	498.17	752.35	402.56		859.35		512.62		1,511.74		945.01	436.10	5,917.90
Amazon	346.57	142.28	154.48	19.22	286.03	171.84	133.85		79.96	396.63	171.86		1,902.72
Materials	224.53		559.18		192.21		165.18			179.27	101.88		1,422.25
Equipment		525.59	76.80				523.20			532.24	43.95		1,701.78
Tesco	148.41	95.48	70.77		114.23	276.62	191.14		91.34	122.29			1,110.28
Smudge and Dribble		73.36		168.64			164.66		121.96				528.62
Post Office				6.15									6.15
Education Visitor/Entertainer	105.00	105.00		95.00						95.00			400.00
Telephone/Broadband	116.63	250.53	116.27	116.99	241.89					168.73	43.90		1,054.94
Mobile/Apple/Link	40.77	20.77	40.77	10.78	30.78	10.78	30.78	10.78	30.78	40.77	20.77	40.97	329.50
DBS	45.80						45.80						91.60
Subscriptions	17.36	44.48			50.00	29.95	84.00			12.50		207.85	446.14
Staff Expenses	6.50	34.34	13.00	25.35	10.00	18.63	154.85	76.20	218.43	19.99	88.13		665.42
Insurance							1,342.02						1,342.02
United Washrooms			140.80			161.91			161.91			161.91	626.53
Accountancy	48.60	64.80	48.60	48.60	48.60	48.60	48.60	48.60	54.00	48.60	48.60	48.60	604.80
Staff Training		184.00	80.00		272.00	475.00		456.75		834.00			2,301.75
Refund		567.00										486.00	1,053.00
Bank fees	0.47	1.22										0.43	2.12
Uniform	1,335.60					20.00				997.10	48.02		2,380.72
Miscellaneous				543.50							240.00		803.50
Charities				25.00					11.50				36.50
Expenditure Subtotal	14,962.08	15,031.87	14,716.94	14,171.66	15,280.13	15,038.39	16,525.85	17,274.40	16,141.62	17,321.45	17,190.74	16,108.03	189,763.16
Profit/Loss													
Total Revenue (Cashflow)	11,385.08	5,226.38	9,444.50	20,821.72	- 7,727.88	3,319.70	- 14,030.61	25,966.69	- 14,397.62	5,095.71	5,485.66	- 15,988.53	- 7,058.36
BALANCE	46,809.18	52,035.56	42,591.06	63,412.78	55,684.90	59,004.60	44,973.99	70,940.68	56,543.06	61,638.77	67,124.43	51,135.90	51,135.90
Savings													
GRAND TOTAL													51,135.90

Bank	50,901.07
Cash	234.83
	51,135.90
Check	-



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Colgate Playgroup / Colgate Pre-school

On accounts for the year
ended

31/08/2023

Charity no
(if any)

1002181

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

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 report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

Date: 28/06/2024

Name:

Robert Cooper

Relevant professional
qualification(s) or body
(if any):

FCA with Institute of Chartered Accountants in England and Wales

Address:	81 Pondtail Road
	Horsham
	RH12 5HP

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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