



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 08	Year 2019		Day 31	Month 07	Year 2020

Section A Reference and administration details

Charity name COLWICH PLAYGROUP

Other names charity is known by

Registered charity number (if any) 1012984

Charity's principal address C/O COLWICH COMMUNITY HALL, MAIN ROAD,
COLWICH, STAFFORDSHIRE

Postcode ST17 0XD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	EMMA GREWAL	CHAIRPERSON	21/12/17 TO PRESENT	PARENTS & COMMITTEE
2	GARETH LEWIS	TREASURER	SEPT 2008 TO PRESENT	“ “
3	AARON STEADMANS	VICE-CHAIR	12/11/15 TO PRESENT	“ “
4	RACHEL PIPER	COMMITTEE SECRETARY	01/06/19 TO PRESENT	“ “
5				
6				
7				
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10				
11				
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13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	PLA CONSTITUTION
How the charity is constituted (eg. trust, association, company)	REGISTERED CHARITY
Trustee selection methods (eg. appointed by, elected by)	BY COMMITTEE AND PARENTS

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To enhance the development and education of children, primarily under statutory school age by encouraging parents to take responsibility for and to be involved with the activities of the group. To offer opportunities for all children, whatever their race, culture, religion, means or ability.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

To care for and educate pre-school children using the government EYFS statutory framework for early years to achieve the early learning goals. Community playgroup open to all children and their families, offering flexible and affordable childcare to the local community.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The preschool is grateful for the ongoing support of its trustees in continuing its long term operation, particularly in relation to its fundraising efforts. We thank parents and families (past and present) for their continued support with our fundraising efforts and for donating their outgrown toys and equipment for use by the group. The trustees have all agreed to continue to support the preschool through the pandemic.

Summary of the main achievements of the charity during the year

In March 2020, the preschool closed temporarily as a result of a national & worldwide lockdown due to the spread of the Coronavirus pandemic, along with schools and further education establishments. Accordingly, the strategy for the remainder of that year and onwards was to survive and build on from the effects of the pandemic. Significant changes such as initial limits on group sizes, social distancing and increased hygiene and cleaning measures became the new norm for a period of time. Although restrictions on group sizes lifted, the increased hygiene measures continued throughout the year, ensuring robust infection controls.

Colwich Community Hall Association (our landlords) remain extremely supportive of our activities. They maintain the community centre in which we operate for use by community user groups, 'run by the community, for the community'. They review our rent against their overall position annually and provide us with financial support where possible. They remain a very positive support to our group and our manager assists with the running tasks association with the building's operation. Support funding was received again this year.

The playgroup has been successful in a number of funding applications this year, notably

- National Lottery Funding for catch up resources, which included improving the reading area to give a quiet space, new board books, books to support PSED needs, additional staff time to support individual needs, creation of a home learning library and materials, Ipad, electronic light up mark making boards, phones, outdoor resources, tables, chairs and rugs.
- Funding for essential costs from central government, distributed via Stafford Borough Council helped to fund insurance and other running costs.
- A bid submitted under the Colwich Community Hall Association umbrella to Tesco Bags of Help was successful for revamping the outdoor bark area for use by the playgroup and the Before & After School provision and holiday club.

Funding rates are still only being increased marginally year on year, whereas statutory wage rises are being substantially increased year on year. This remains a concern going forwards, as funding is not keeping pace with wage costs.

Thank you to the ongoing support of One Stop through our Vice Chair, in providing prizes for our fundraising activities, and to our committee members and staff for helping with these.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity recognises the need for a cash surplus to meet its costs during the traditionally quieter and loss making winter months, and to support the general cycle of a loss making low numbers year every 3-5 years. Provision for redundancy of staff is written in as a restricted amount within the bank balances as is any ringfenced funding.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The treasurer reminds the committee of the importance of maximising any fundraising opportunities, as the opportunity for local authority and business funding have reduced within the current economic climate. We consider the need to replenish the reserves over the trading year. Village businesses, the Colwich Community Association and One Stop (through our Vice Chair) have been helpful in providing prizes for our fundraising activities and we value these partnerships within the local community.

A reserve is being maintained for Statutory Redundancy Pay for staff.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	GARETH LEWIS	
Position (eg Secretary, Chair, etc)	TREASURER	
Date	15/05/22	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
COLWICH PLAYGROUP

No (if any)
1012984

CC16a

Receipts and payments accounts

For the period from	Period start date 01/08/2020	To	Period end date 31/07/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
FEES	53,377	-	-	53,377	57,060
DONATIONS, FUNDRAISING AND GRANTS	19,496	-	-	19,496	8,391
INTEREST AND BANK CHARGES	95	-	-	95	93
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	72,778	-	-	72,778	65,358
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	72,778	-	-	72,778	65,358
A3 Payments					
WAGES AND HOLIDAY PAY	52,593	-	-	52,593	49,813
RENT	-	-	-	-	3,290
INSURANCE	798	-	-	798	793
TELEPHONE & INTERNET	435	-	-	435	572
FUNDRAISING EXPENSES	18	-	-	18	34
TRAINING	402	-	-	402	289
STATIONERY AND MATERIALS	618	-	-	618	767
TOYS AND EQUIPMENT	5,669	-	-	5,669	921
SUNDRY ITEMS	891	-	-	891	884
FOOD, DRINKS & HOUSEKEEPING	2,717	-	-	2,717	1,706
TAX AND NI	770	-	-	770	2,003
GIFTS	140	-	-	140	90
FORWARD EXPENDITURE	-	6,734	-	6,734	1,777
INCREASE IN REDUNDANCY PROVISION	-	898	-	898	2,419
Sub total	65,051	7,632	-	72,683	65,358
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	65,051	7,632	-	72,683	65,358
Net of receipts/(payments)	7,727	- 7,632	-	95	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	54,473	-	-	54,473	-
Cash funds this year end	62,200	- 7,632	-	54,568	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	PETTY CASH	80	-	-
	CURRENT ACCOUNT	3,925	-	-
	CAPITAL ACCOUNT	58,195	-	-
	Total cash funds	62,200	-	7,632
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	REDUNDANCY ACCRUAL TO 2020	FROM CAPITAL ACCOUNT	15,359	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	GARETH LEWIS		15/05/2022

Independent examiner's statement

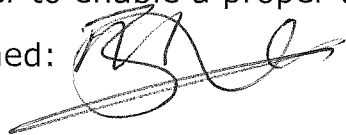
Colwich Playgroup Accounts 2020 - 2021

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.

Signed:



Name: Mandy Brazier

Relevant professional qualification or membership of professional bodies (if any): Association of Accounting Technicians

Address: 4 Vardon Close, Stafford, ST16 3YW

Date: 29/05/2022