



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	08	2021		31	07	2022

## 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 21/02/22	“ “
5				
6				
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9				
10				
11				
12				
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**

The year August 21 to July 22 was still impacted by the effects of the Covid 19 pandemic, with many health and safety measures and isolation still being in place. Families were able to enjoy their first gathering for the nativity presentation in December 21, after a very long period without social events being allowed. This was an enjoyable and emotional experience for everyone as we re-grouped for the first time. Session numbers were still reduced, both due to reduced headcount, families still wary of starting preschool during the pandemic, and some absences. Rigorous and robust infection controls were kept in place, ensuring minimal closure due to illness.

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. The local council offered funding for community buildings, which enable us to receive a period of free rent. The playgroup also used the government furlough scheme to retain staff during quieter periods.

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

Coop Community grant for indoor and outdoor resources, as part of their local community scheme, £512.11 received Nov 21.

Food For Life Get Togethers Grant, £130 for seeds, pots and compost to improve the outdoor environment and help children to learn about growing plants for food with their community. This was a combined initiative to share resources with the Before & After School and Holiday Club children at the provision located in the upper hall, to benefit their members also.

Thank you to the ongoing support of parents in our termly events, such as raffles, Christmas coasters and other events, which all help re-investment in resource and equipment for the preschool. Also for a family Secret Santa donation from wider family members, to support their child's preschool.

The main issue is with funding rates, which 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 but accounts for the majority of the playgroup's income.

## 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

<b>Signature(s)</b>		
<b>Full name(s)</b>	GARETH LEWIS	
<b>Position (eg Secretary, Chair, etc)</b>	TREASURER	
<b>Date</b>	14/05/23	



## Receipts and payments accounts

For the period from	Period start date 01/08/2021	To	Period end date 31/07/2022
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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 £
<b>A1 Receipts</b>					
FEES	45,291	-	-	45,291	53,377
DONATIONS, FUNDRAISING AND GRANTS	1,720	-	-	1,720	19,496
INTEREST AND BANK CHARGES	116	-	-	116	95
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>46,895</b>	<b>-</b>	<b>-</b>	<b>46,895</b>	<b>72,778</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>46,895</b>	<b>-</b>	<b>-</b>	<b>46,895</b>	<b>72,778</b>
<b>A3 Payments</b>					
WAGES AND HOLIDAY PAY	43,331	-	-	43,331	52,593
RENT	-	-	-	-	-
INSURANCE	798	-	-	798	798
TELEPHONE & INTERNET	514	-	-	514	435
FUNDRAISING EXPENSES	324	-	-	324	18
TRAINING	207	-	-	207	402
STATIONERY AND MATERIALS	676	-	-	676	618
TOYS AND EQUIPMENT	2,663	-	-	2,663	5,669
SUNDRY ITEMS	969	-	-	969	891
FOOD, DRINKS & HOUSEKEEPING	1,825	-	-	1,825	2,717
TAX AND NI	2,177	-	-	2,177	770
GIFTS	255	-	-	255	140
FORWARD EXPENDITURE	-	-	-	-	6,734
INCREASE IN REDUNDANCY PROVISION	-	-	-	-	898
<b>Sub total</b>	<b>53,739</b>	<b>-</b>	<b>-</b>	<b>53,739</b>	<b>72,683</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>53,739</b>	<b>-</b>	<b>-</b>	<b>53,739</b>	<b>72,683</b>
<b>Net of receipts/(payments)</b>	<b>- 6,844</b>	<b>-</b>	<b>-</b>	<b>- 6,844</b>	<b>95</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>62,200</b>	<b>-</b>	<b>-</b>	<b>62,200</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>55,356</b>	<b>-</b>	<b>-</b>	<b>55,356</b>	<b>95</b>

## 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 £
<b>B1 Cash funds</b>	PETTY CASH	169	-	-
	CURRENT ACCOUNT	5,612		-
	CAPITAL ACCOUNT	49,575	-	-
	<b>Total cash funds</b>	<b>55,356</b>	<b>-</b>	<b>-</b>
	(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 £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	REDUNDANCY ACCRUAL TO 2022	FROM CAPITAL ACCOUNT	11,451	
	HOLIDAY PAY ACCRUAL AUG 22	FROM CURRENT ACCOUNT	3,502	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	GARETH LEWIS	22/05/2023
		29/05/2023



**Section A**

**Independent Examiner's Report**

Report to the trustees/ members of	Charity Name COLWICH PLAYGROUP		
On accounts for the year ended	31/07/2022	Charity no (if any)	1012984
	Set out on pages		
<small>(remember to include the page numbers of additional sheets)</small>			

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2022.

**Responsibilities and basis of report** As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed:  Date: 25/5/23.

Name: Mandy Brazier

Relevant professional qualification(s) or body (if any): Qualifications: Association of Accounting Technicians

Address: 4 Vardon Close  
Stafford  
ST16 3YW

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight 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.

[Empty rectangular box for providing details of items for disclosure]