

# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 08	Year 2022		Day 31	Month 07	Year 2023

## Section A Reference and administration details

<b>Charity name</b>	COLWICH PLAYGROUP
<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1012984
<b>Charity's principal address</b>	C/O COLWICH COMMUNITY HALL, MAIN ROAD,
	COLWICH, STAFFORDSHIRE
<b>Postcode</b>	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	01/09/08 TO PRESENT	“ “
3	AARON STEADMANS	VICE-CHAIR	12/11/15 TO PRESENT	“ “
4				
5				
6				
7				
8				
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.

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**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.

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.

**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)**

#### **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 continued support of its trustees in continuing its long term operation. 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.

## **Section D**

## **Achievements and performance**

**Summary of the main achievements of the charity during the year**

The year August 22 to July 23 was the first full year post Covid 19 pandemic, with many health and safety measures returning to normal.

Session numbers were still reduced compared to pre-pandemic, but continue to re-build throughout the year and our rigorous and robust infection controls were kept in place, ensuring no closures 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 continue to provide us with financial support where possible.

Thank you to the ongoing support of parents in our termly events, such as raffles, Christmas coasters, raffles and other events, which all help re-investment in resource and equipment for the preschool.

Our main long-term issues continue in relation to government funding rates, which are still only being increased marginally year on year, whereas statutory living wage rises and inflation have substantially increased in the year. This remains a concern going forwards, as government funding is not keeping pace with statutory 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 the Charity continues to hold sufficient funds to operate for the foreseeable future. A provision for redundancy of staff is written in as a restricted reserve within the bank balances as is any other unspent 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 continue to seek new fundraising activities and grants to replenish our reserves from the COVID pandemic years.

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

## Section F Other optional information

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## 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>	31/05/24	



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 8/1/2022	To	Period end date 7/31/2023
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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	52,582	-	-	52,582	45,291
DONATIONS, FUNDRAISING AND GRANTS	68	-	-	68	1,720
INTEREST AND BANK CHARGES	1,016	-	-	1,016	116
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>53,666</b>	<b>-</b>	<b>-</b>	<b>53,666</b>	<b>46,895</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>53,666</b>	<b>-</b>	<b>-</b>	<b>53,666</b>	<b>46,895</b>
<b>A3 Payments</b>					
WAGES AND HOLIDAY PAY	42,537	-	-	42,537	43,331
RENT	4,230	-	-	4,230	-
INSURANCE	822	-	-	822	798
TELEPHONE & INTERNET	555	-	-	555	514
FUNDRAISING EXPENSES	13	-	-	13	324
TRAINING	188	-	-	188	207
STATIONERY AND MATERIALS	37	-	-	37	676
TOYS AND EQUIPMENT	1,054	-	-	1,054	2,663
SUNDRY ITEMS	208	-	-	208	969
FOOD, DRINKS & HOUSEKEEPING	3,962	-	-	3,962	1,825
TAX AND NI	2,655	-	-	2,655	2,177
GIFTS	9	-	-	9	255
FORWARD EXPENDITURE		-	-	-	
INCREASE IN REDUNDANCY PROVISION		-	-	-	
<b>Sub total</b>	<b>56,270</b>	<b>-</b>	<b>-</b>	<b>56,270</b>	<b>53,739</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>56,270</b>	<b>-</b>	<b>-</b>	<b>56,270</b>	<b>53,739</b>
<b>Net of receipts/(payments)</b>	<b>- 2,604</b>	<b>-</b>	<b>-</b>	<b>- 2,604</b>	<b>- 6,844</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>55,356</b>	<b>-</b>	<b>-</b>	<b>55,356</b>	<b>62,200</b>
<b>Cash funds this year end</b>	<b>52,752</b>	<b>-</b>	<b>-</b>	<b>52,752</b>	<b>55,356</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	194	-	-
	CURRENT ACCOUNT	5,613	-	-
	CAPITAL ACCOUNT	49,575	-	-
	<b>Total cash funds</b>	<b>55,382</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	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	14,393	
	HOLIDAY PAY ACCRUAL AUG 23	FROM CAPITAL ACCOUNT	4,994	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
	GARETH LEWIS			5/31/2024



**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
COLWICH PLAYGROUP

**On accounts for the year  
ended**

31/07/2023

**Charity no  
(if any)**

1012984

**Set out on pages**

(remember to include the page numbers of additional sheets)

**Responsibilities and basis  
of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2023.

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 (~~other than that disclosed below~~ \*) 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:**

12-7-24.

**Name:**

AMANDA BRAZIER

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

ASSOCIATION OF ACCOUNTING  
TECHNICIAN.  
CHARTERED PROFESSIONAL MANAGEMENT

**Address:**

4 VARDONI 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.**

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