



Trustees' Annual Report for the period							
	Period start date				Period end date		
From	1	08	2022	To	31	07	2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Bathampton Village Hall, Holcombe Lane,	
Bathampton,	
Bath	
Postcode	BA2 6UL

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	Jo Hill	Chair		
2	Rebecca Pearson	Treasurer		
3	Edwina Hayward	Secretary		
4	Liz Redfern			
5	Louise Heading			
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
Accountant	Mike Denning	26 Orchard Way, North Bradley, Wilts, BA14 0SU

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Pre-school Learning Alliance Model Pre-school Constitution 2011 (Adopted, 29.10.2014)
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustees

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.

We are a pre-school playgroup managed by a volunteer parent committee of trustees. We take on different roles as committee members/trustees according to our own skills and experience. Each role has a detailed description of its responsibilities.

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

Our aim is:

- To enhance the development and education of children under statutory school age in a community-based group, closely involving parents/carers.
- To provide a safe, secure and stimulating environment.
- To work within a framework which ensures equality of opportunity for all children and families.
- To provide a high standard of education, meeting the requirements of the EYFS.

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)

At Playgroup the children are supported in developing their potential at their own pace. By providing developmentally appropriate play activities and a high level of individual adult input, we offer a curriculum that leads to nationally approved learning outcomes and prepares children to progress with confidence to the National Curriculum at school.

At Playgroup we focus on the prime areas of learning until a child reaches their third birthday after which time we focus on all seven areas of learning.

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.

Volunteers form the management committee of the playgroup alongside the Early Years professional Playgroup leader.

Parents volunteer for sessions to help with background activities, such as washing up and tidying away (as this is voluntary there is not always a parent present at each session).

Parents also assist with Fundraising activities to raise funds for new equipment and toys.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

2022/23 was a good year for Playgroup. We offer 38 weeks of supervised Playgroup sessions and we started the year with 18 children on the register and finished with 26. We looked after children ranging from 2.5 to 4 years old. By the end of the year we were at near full capacity (20 children) for our morning sessions on Mondays, Tuesdays and Wednesdays with 17 children attending on a Friday morning.

We had our Ofsted inspection this year and we received a 'Good' Ofsted rating with 'Outstanding' qualities. The Staff and Trustees were really pleased with this result.

As we had made a net income of £6454 the previous financial year we were able to invest in new equipment for the children including some new equipment trollies, a new phone for the Playgroup Leader. We also had a successful year of fundraising making £2316 which we were able to put towards new equipment including a sum up machine for future fundraising events. Our fundraising included a Christmas raffle, Bags2School collections, selling second hand clothes and online shopping donation schemes.

We were able to support a child with additional needs with the support of extra funding from BANES which paid for an extra member of staff to give support and some sessions with a speech and language therapist.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our reserves policy covers: an allowance for the annual differences in timing between monthly costs and less frequent local authority Early Years funding payments; long-term liability for staff sickness (SSP); the need to cover a child's medical care needs for a year with additional staff if these costs are not covered by the local authority; the need to replace a large piece of equipment, the need to cover a new initiative for a limited period of term (e.g. a new session while it establishes); cover for all liabilities if we went into insolvency, as well as a small amount should any of the above be higher than planned. Total reserves policy is £35,000.

Details of any funds materially in deficit

Playgroup finished the 2022/23 financial year with a net profit of £3,911.

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.

Our main sources of income are:

- Local authority early years funding (this is our principal source of funding).
- Charging for hours not covered by government funding.
- We ask a voluntary contribution of £2 per funded hour for non fee-paying children and about 80% of parents pay this.
- Fundraising/donations.

Our highest cost is that of our staff, some 80% of our fixed costs and this supports our aim of providing high quality care and education for the children who attend our setting.

As our costs are usually just in line with our earnings, we do not have an investment portfolio. We hold a current account and a business savings account.



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)	Rebecca Pearson	Jo Hill
Position (eg Secretary, Chair, etc)	Treasurer	Chair
Date	20/05/24	22/05/24

BATHAMPTON PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31st JULY 2023

	<u>Notes</u>	<u>2023</u>	<u>2022</u>
		£	£
<u>INCOME</u>			
Fees		25385	11622
LEA funding		36765	50120
Voluntary contributions		5787	6645
Fundraising		2316	1340
Donations		371	11
Grants		100	0
Restricted use donation / grant		0	100
Bank interest		0	3
Milk costs reclaimed		0	171
		<hr/>	<hr/>
		70724	70011
<u>LESS EXPENDITURE</u>			
Salaries and wages		52988	48743
Employer pension contributions		1263	1012
Rent		4839	4646
Milk costs		113	251
Consumables	1	1753	934
Equipment	2	1332	4331
Fundraising costs		116	0
Gifts		213	442
Training		231	455
Insurance / Compliance / Ofsted	3	1458	493
Advertising and website costs		536	40
Trips and educational visits	4	292	162
Accountancy and payroll costs	5	355	342
Sundry expenses	6	1324	1706
		<hr/>	<hr/>
		66813	63557
NET INCOME FOR THE YEAR		£ 3911	6454
		<hr/> <hr/>	<hr/> <hr/>

BATHAMPTON PLAYGROUP

BALANCE SHEET

AS AT 31st JULY 2023

	<u>Notes</u>	<u>2023</u>	<u>2022</u>
<u>CURRENT ASSETS</u>			
Barclays current account		16187	12276
Barclays premium account		35340	35340
Petty cash		137	137
ACCUMULATED FUNDS		£ 51664	47753

REPRESENTED BY

Accumulated funds brought forward		47753	41299
Net income for the year		3911	6454
		£ 51664	47753

BATHAMPTON PLAYGROUP

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st JULY 2023

	<u>2023</u>	<u>2022</u>
	£	£
<u>EXPENDITURE</u>		
1 Consumables		
Resources - art and craft materials, food ingredients, planting/seeds etc	1004	636
Postage	13	0
Printer ink and stationery	150	132
Telephone costs	20	40
Janitorial, PPE and first aid supplies	166	27
Snack costs and staff welfare	402	99
	<u> </u>	<u> </u>
	£ 1753	934
	<u> </u>	<u> </u>
2 Equipment		
Book and craft trolley	766	0
Sumup machine	30	0
Smart phone	199	0
Books	165	0
Rugs	92	0
Chopping boards	24	0
Thermometer	5	0
Mud kitchen	45	0
Plug covers	6	0
Exercise ball	0	17
Apple peeler	0	14
Walking ropes	0	38
Outdoor equipment	0	306
Garden bench	0	130
Lock for shed	0	10
Numicon shapes	0	42
Cycle helmets	0	26
Balance bikes	0	60
Various equipment from Cosy	0	2002
Laptop and printer	0	838
Luchbox trolley	0	181
Craft trolley	0	667
	<u> </u>	<u> </u>
	£ 1332	4331
	<u> </u>	<u> </u>

3 Insurance / Compliance / Ofsted

Insurance	1080	0
PLA membership	232	0
ICO data protection fee	35	35
Ofsted	50	50
DBS check	61	283
SEND guidance	0	15
EYFS costs	0	90
Lottery licence	0	20
	<hr/>	<hr/>
	£ 1458	493
	<hr/> <hr/>	<hr/> <hr/>

4 Trips and educational visits

Theatre Royal	184	0
Potticks Pigs	108	108
Forest school	0	54
	<hr/>	<hr/>
	£ 292	162
	<hr/> <hr/>	<hr/> <hr/>

5 Accountancy and payroll costs

Accountancy	120	120
Payroll costs	235	222
	<hr/>	<hr/>
	£ 355	342
	<hr/> <hr/>	<hr/> <hr/>

6 Sundry expenses

Gardening services	180	604
Occupational therapist	1000	580
Inclusion expenses	144	0
Play bark	0	512
Mulled wine	0	10
	<hr/>	<hr/>
	£ 1324	1706
	<hr/> <hr/>	<hr/> <hr/>

Mike Denning

Accountancy and Bookkeeping Services

26, Orchard Way, North Bradley, Trowbridge, Wiltshire, BA14 0SU

Tel' and fax (01225) 774371 Email : mikedenning61@gmail.com

REPORT OF THE ACCOUNTANT

In accordance with instructions given, I have carried out an independent examination of the accounting records shown to me and can confirm that an accurate record of the financial activity of the Playgroup has been maintained. From these records, and other information supplied, I have prepared accounts for the year ended 31st July 2023 which are a true and fair view of the financial position of the Playgroup. The accounts have been prepared on a receipts and payments basis which, due to the level of income, are acceptable to the Charity Commission. Although a balance sheet is shown with these accounts, this is not a requirement of the Charity Commission. It is included to show the funds accumulated by the Playgroup and where they are held.

The following are amounts owed to and by the Playgroup as at 31st July 2023. These are not shown in the accounts due to the receipts and payments basis used -

Monies owed to the Playgroup

1) Fees - £319.50

Monies owed by the Playgroup

1) Accountancy - £130.00

2) PAYE tax and National Insurance for July 2022 - £329.91

Other matters that have arisen during the year

A grant of £100.00 was received from Bathampton Parish Council. It was a restricted use grant to be used for the purchase of rugs

There are no other matters arising during the year.

Date

Signed

MICHAEL F DENNING

These accounts were approved by the committee and signed on their behalf by

.....

Signed

Position (.....)

Date

Mike Denning

Accountancy and Bookkeeping Services

26, Orchard Way, North Bradley, Trowbridge, Wiltshire, BA14 0SU

Tel' and fax (01225) 774371 Email : mikedenning61@gmail.com

ACCOUNTS AND FINANCIAL STATEMENTS OF

BATHAMPTON PLAYGROUP

CHARITY NUMBER 1018967

FOR THE YEAR ENDED

31st JULY 2023

BATHAMPTON PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31st JULY 2023

	<u>Notes</u>	<u>2023</u>	<u>2022</u>
		£	£
<u>INCOME</u>			
Fees		25385	11622
LEA funding		36765	50120
Voluntary contributions		5787	6645
Fundraising		2316	1340
Donations		371	11
Grants		100	0
Restricted use donation / grant		0	100
Bank interest		0	3
Milk costs reclaimed		0	171
		<u>70724</u>	<u>70011</u>
<u>LESS EXPENDITURE</u>			
Salaries and wages		52988	48743
Employer pension contributions		1263	1012
Rent		4839	4646
Milk costs		113	251
Consumables	1	1753	934
Equipment	2	1332	4331
Fundraising costs		116	0
Gifts		213	442
Training		231	455
Insurance / Compliance / Ofsted	3	1458	493
Advertising and website costs		536	40
Trips and educational visits	4	292	162
Accountancy and payroll costs	5	355	342
Sundry expenses	6	1324	1706
		<u>66813</u>	<u>63557</u>
NET INCOME FOR THE YEAR		<u>£ 3911</u>	<u>6454</u>

BATHAMPTON PLAYGROUP

BALANCE SHEET

AS AT 31st JULY 2023

	<u>Notes</u>	<u>2023</u>	<u>2022</u>
<u>CURRENT ASSETS</u>			
Barclays current account		16187	12276
Barclays premium account		35340	35340
Petty cash		137	137
ACCUMULATED FUNDS		£ 51664	47753

REPRESENTED BY

Accumulated funds brought forward		47753	41299
Net income for the year		3911	6454
		£ 51664	47753

BATHAMPTON PLAYGROUP

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st JULY 2023

	<u>2023</u>	<u>2022</u>
	£	£
<u>EXPENDITURE</u>		
1 Consumables		
Resources - art and craft materials, food ingredients, planting/seeds etc	1004	636
Postage	13	0
Printer ink and stationery	150	132
Telephone costs	20	40
Janitorial, PPE and first aid supplies	166	27
Snack costs and staff welfare	402	99
	<u> </u>	<u> </u>
	£ 1753	934
	<u> </u>	<u> </u>
2 Equipment		
Book and craft trolley	766	0
Sumup machine	30	0
Smart phone	199	0
Books	165	0
Rugs	92	0
Chopping boards	24	0
Thermometer	5	0
Mud kitchen	45	0
Plug covers	6	0
Exercise ball	0	17
Apple peeler	0	14
Walking ropes	0	38
Outdoor equipment	0	306
Garden bench	0	130
Lock for shed	0	10
Numicon shapes	0	42
Cycle helmets	0	26
Balance bikes	0	60
Various equipment from Cosy	0	2002
Laptop and printer	0	838
Luchbox trolley	0	181
Craft trolley	0	667
	<u> </u>	<u> </u>
	£ 1332	4331
	<u> </u>	<u> </u>

3 Insurance / Compliance / Ofsted

Insurance	1080	0
PLA membership	232	0
ICO data protection fee	35	35
Ofsted	50	50
DBS check	61	283
SEND guidance	0	15
EYFS costs	0	90
Lottery licence	0	20
	<hr/>	<hr/>
	£ 1458	493
	<hr/> <hr/>	<hr/> <hr/>

4 Trips and educational visits

Theatre Royal	184	0
Potticks Pigs	108	108
Forest school	0	54
	<hr/>	<hr/>
	£ 292	162
	<hr/> <hr/>	<hr/> <hr/>

5 Accountancy and payroll costs

Accountancy	120	120
Payroll costs	235	222
	<hr/>	<hr/>
	£ 355	342
	<hr/> <hr/>	<hr/> <hr/>

6 Sundry expenses

Gardening services	180	604
Occupational therapist	1000	580
Inclusion expenses	144	0
Play bark	0	512
Mulled wine	0	10
	<hr/>	<hr/>
	£ 1324	1706
	<hr/> <hr/>	<hr/> <hr/>

Mike Denning

Accountancy and Bookkeeping Services

26, Orchard Way, North Bradley, Trowbridge, Wiltshire, BA14 0SU

Tel' and fax (01225) 774371 Email : mikedenning61@gmail.com

REPORT OF THE ACCOUNTANT

In accordance with instructions given, I have carried out an independent examination of the accounting records shown to me and can confirm that an accurate record of the financial activity of the Playgroup has been maintained. From these records, and other information supplied, I have prepared accounts for the year ended 31st July 2023 which are a true and fair view of the financial position of the Playgroup. The accounts have been prepared on a receipts and payments basis which, due to the level of income, are acceptable to the Charity Commission. Although a balance sheet is shown with these accounts, this is not a requirement of the Charity Commission. It is included to show the funds accumulated by the Playgroup and where they are held.

The following are amounts owed to and by the Playgroup as at 31st July 2023. These are not shown in the accounts due to the receipts and payments basis used -

Monies owed to the Playgroup

1) Fees - £319.50

Monies owed by the Playgroup

1) Accountancy - £130.00

2) PAYE tax and National Insurance for July 2022 - £329.91

Other matters that have arisen during the year

A grant of £100.00 was received from Bathampton Parish Council. It was a restricted use grant to be used for the purchase of rugs

There are no other matters arising during the year.

Date

Signed

MICHAEL F DENNING

These accounts were approved by the committee and signed on their behalf by

.....

Signed

Position (.....)

Date

Mike Denning

Accountancy and Bookkeeping Services

26, Orchard Way, North Bradley, Trowbridge, Wiltshire, BA14 0SU

Tel' and fax (01225) 774371 Email : mikedenning61@gmail.com

ACCOUNTS AND FINANCIAL STATEMENTS OF

BATHAMPTON PLAYGROUP

CHARITY NUMBER 1018967

FOR THE YEAR ENDED

31st JULY 2023