



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 09	Year 2019		Day 31	Month 08	Year 2020

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

The Mobile Classroom	
Gorefield Primary School, Gorefield	
Wisbech, Cambridgeshire	
<b>Postcode</b>	<b>PE13 4NB</b>

### 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	Laura McSpadden	Secretary	Resigned 01.11.2019	Committee
2	Sarah Wainwright	Treasurer		Committee
3	Clare Fennelow	Chairperson		Committee
4	Lisa Warren			Committee
5	Claire Parsons		Resigned 01.11.2019	Committee
6	Emma Lambe			Committee
7	Nicola Hempshall		Resigned 01.11.2019	Committee
8	Chrissie Price	Secretary	Appointed 01.11.2019	Committee
9	Katie Jennings		Appointed 01.11.2019	Committee
10	Lucie Pinner		Appointed 01.11.2019	Committee
11				
12				
13				
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20				

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

Name	Dates acted if not for whole year
Michael John Humphrey	
Lucy Turner	
Clare Fennelow	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	HSBC	1 Cornhill, Wisbech, Cambridgeshire. PE13 1NA
Accountant	Marshall Brooks Associates Ltd	West Hoathly, Main Road, Three Holes, Wisbech, Cambridgeshire. PE14 9JR

### 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)	Constitution adopted 30 <sup>th</sup> November 2013 (PLA 2011 Model Constitution)
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the Annual General Meeting.

### 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 under statutory school age in a parent involving community group.

**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 work in partnership with parents to help children to learn and develop.

To promote a safe, secure and stimulating environment.

To offer children and their parents a service that provides equality and diversity.

While planning activities for the year the trustees have given regard to the Charity Commission's guidance on public benefit where relevant at the trustee meetings.

**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.

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

The end of this year was difficult due to Covid, however we ended the year well with the current account balance over £12,000 up on the previous year.

Considering the effect of Covid and children not attending school, our pre school remained open, once we were allowed to following government guidelines and for this we are very proud of our achievement.

We raised £207.00 from our Christmas Fayre and £185.13 from our Bingo towards our fundraising account. Unfortunately, we were unable to hold any other fundraisers due to the pandemic.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We hold cash at the bank of £70,802. Of this £23,074 is held as restricted funds for the provisions of around seven months running costs and the long term maintenance plan for the building.

### Details of any funds materially in deficit

None

### 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.

## 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)	Sarah Wainwright	Clare Fennelow
Position (eg Secretary, Chair, etc)	Treasurer	Chairperson
Date		

**Registered Charity Number 1021889**

Gorefield Playgroup  
Receipts and Payments Accounts  
For The Year Ended  
31 August 2020

**Gorefield Playgroup  
Profit and Loss Account  
for the year ended 31 August 2020**

	<b>2020</b>	<b>2019</b>
	£	£
<b>Receipts</b>		
Fees	71,170	56,299
Fundraising	392	1,578
Donations	150	912
Interest	43	38
Other	113	591
	<u>71,868</u>	<u>59,418</u>
<b>Payments</b>		
Wages, salaries and other staff costs	45,957	49,410
Premises costs	2,372	1,575
Rent, rates, power and insurance costs	1,045	694
Repairs and renewals of property and equipment	6,904	5,357
Telephone, fax, stationery and other office costs	2,339	2,597
Depreciation and loss/(profit) on sale	2,013	2,013
Other expenses	3,029	5,627
	<u>64,199</u>	<u>70,376</u>
<b>Excess Of Receipts Over Payments</b>	<u><u>7,669</u></u>	<u><u>(10,958)</u></u>

**Gorefield Playgroup  
Balance Sheet  
as at 31 August 2020**

	<b>2020</b>	<b>2019</b>
	£	£
<b>Assets</b>		
Equipment, machinery and vehicles	26,448	28,461
HSBC Current Account	47,728	35,529
HSBC Deposit Account	19,654	19,615
HSBC Mobile Account	3,420	2,988
	<u>97,250</u>	<u>86,593</u>
<b>Liabilities</b>		
Other liabilities and accruals	9,244	6,256
	<u>9,244</u>	<u>6,256</u>
<b>Net Assets</b>	<u><u>88,006</u></u>	<u><u>80,337</u></u>
<b>Net assets represented by Accumulated Funds:</b>		
Balance at start of period	80,337	91,295
Excess of receipts over payments	7,669	(10,958)
	<u>88,006</u>	<u>80,337</u>
<b>General Funds</b>	<u>64,932</u>	<u>57,734</u>
<b>Restricted Funds</b>	<u>3,420</u>	<u>2,988</u>
<b>Designated Funds</b>	<u>19,654</u>	<u>19,615</u>



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Gorefield Playgroup

On accounts for the year  
ended

31<sup>st</sup> August 2020

Charity no  
(if any)

1021889

Set out on pages

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

Name:

Mr Dean Marshall

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

**Address:** West Hoathly  
Main Road, Three Holes  
Wisbech, Cambridgeshire. PE14 9JR

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

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