



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 09	Year 2022		Day 31	Month 08	Year 2023

## 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	Emma Lambe	Secretary		Committee
2	Hannah Curson	Chairperson		Committee
3	Tara Johnson	Treasurer	Resigned 13.02.23	Committee
4	Michael Shilton	Treasurer	Appointed 13.02.23	Committee
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### 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	

### 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	Stockmans House, Wilkins Road, Emneth, Wisbech, Cambs. PE14 8DQ

### 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**

A large, empty rectangular box with a thin black border, occupying the majority of the page. It is intended for the user to provide a summary of the charity's main achievements during the year.

## Section E

## Financial review

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

We hold cash at the bank of £126,086. Of this £48,621 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)	Michael Shilton	E Lambe
Position (eg Secretary, Chair, etc)	Treasurer	Secretary

Date 27<sup>th</sup> November 2023

Registered Charity Number 1021889

Gorefield Playgroup  
Receipts and Payments Accounts  
For The Year Ended  
31 August 2023

**Gorefield Playgroup  
Profit and Loss Account  
for the year ended 31 August 2023**

	<b>2023</b>	<b>2022</b>
	£	£
<b>Receipts</b>		
Fees	127,231	116,921
Fundraising	1,058	833
Donations	700	-
Interest	403	10
	<u>129,392</u>	<u>117,764</u>
<b>Payments</b>		
Wages, salaries and other staff costs	83,130	72,838
Premises costs	1,584	1,532
Rent, rates, power and insurance costs	1,769	1,752
Repairs and renewals of property and equipment	8,931	7,575
Telephone, fax, stationery and other office costs	3,790	4,008
Bank, credit card and other finance charges	73	66
Accountancy, legal and other professional fees	480	485
Depreciation and loss/(profit) on sale	3,184	3,184
Other expenses	6,781	10,288
	<u>109,722</u>	<u>101,728</u>
<b>Excess Of Receipts Over Payments</b>	<u><u>19,670</u></u>	<u><u>16,036</u></u>

**Gorefield Playgroup  
Balance Sheet  
as at 31 August 2023**

	<b>2023</b>	<b>2022</b>
	£	£
<b>Assets</b>		
Equipment, machinery and vehicles	29,781	32,965
HSBC Current Account	77,465	54,562
HSBC Deposit Account	45,167	44,665
HSBC Mobile Account	3,454	3,421
	<u>126,086</u>	<u>102,648</u>
<b>Liabilities</b>		
Other liabilities and accruals	13,279	12,695
	<u>13,279</u>	<u>12,695</u>
<b>Net Assets</b>	<u>142,588</u>	<u>122,918</u>
<b>Net assets represented by Accumulated Funds:</b>		
Balance at start of period	122,918	106,882
Excess of receipts over payments	19,670	16,036
	<u>142,588</u>	<u>122,918</u>
<b>General Funds</b>	<u>93,967</u>	<u>74,832</u>
<b>Restricted Funds</b>	<u>3,454</u>	<u>3,421</u>
<b>Designated Funds</b>	<u>45,167</u>	<u>44,665</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 2023

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:

[Signature box]

Date:

[Date box]

Name:

Mr Dean Marshall

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

[Qualification box]

<b>Address:</b>	Stockmans House
	Wilkins Road, Emneth
	Wisbech, Cambridgeshire. PE14 8DQ

**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.**