

Colerne Old School Playgroup
Report and Financial Statements
For The Year Ended 31st August 2020
Charity Number 1021960

Contents

Page

2 - 4	Report of the Trustees
5	Trustees' responsibilities in relation to the Financial Statements
6	Independent Examiner's Report
7 - 8	Financial Statements
9 - 10	Notes to the Accounts

Charity Trustees

Mr Steve Bell – Chair
Mrs Lisa Tucker – Secretary
Ms C Callery
Ms L Jones
Ms H Bollen
Mrs N Jenner

Accountant

Karen Sayers Limited

Principal address

Church Hall
Vicarage Lane
Colerne SN14 8EL

**Colerne Old School Playgroup
Report of the Trustees
For the year ended 31 August 2020**

The trustees have pleasure in presenting their report for the year ended 31 August 2020 together with the financial statements.

Structure, governance and management

The Playgroup is a recognised charity operating under the rules of the trust deed and is a registered charity number 1021960. The management is the responsibility of the trustees who are elected under the terms of the trust deed.

The Playgroup was founded to provide a safe, caring environment for pre-school children to learn and play.

The Trustees usually meet on a frequent basis throughout the year and minutes are maintained for their meetings. Due to Covid-19 there have been virtual meetings this year. The Trustees who held office on the date of approval of this report are shown on the contents page. They are appointed through proposal to, and majority agreement of the committee. The chair of trustees is responsible for the induction of any new trustee.

Objectives and activities

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

When planning and undertaking activities the Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission.

Policies have been consistently and actively implemented to maintain best practice in respect of the children's' welfare, staff development and management activities
Our policies and operational procedures are published on
<http://www.colerneplaygroup.co.uk/index.php/about-us/policies-procedures>

Achievements and performance

This year the Playgroup continued to fulfil its major role of providing a safe and caring environment for pre-school children.

Due to Covid-19, the playground was closed for several weeks, and then for a period was only open to keyworker children.

Financial review

The accounts have been prepared on a receipts and payments basis and comparative figures are shown for the preceding twelve months.

As shown by the notes to the accounts, on pages 9 to 10, total income was £91,553 a decrease of 6% compared to the previous year. This was due to Covid-19 closures when fees could not be charged. Grant income continued to be received to cover staff costs. Grant income was £1,568 more. The principal sources of funds were fees and grants received.

During the year a total of £87,868 was spent on running the playgroup, £4,944 more than the previous year. The largest element of the expenditure was staffing costs. The finances benefited from the Government's National Allowance for employers; running costs continue to be well controlled.

Reserves policy

The reserve policy is to maintain available current funds at a level which will meet at three months' operational expenditure.

Managing trustees in 2021

Mr Steve Bell
Mrs Lisa Tucker
Ms C Callery
Ms L Jones
Ms H Bollen
Mrs N Jenner

Volunteers

Many volunteers give up their time to help at the school and with fund raising. We again would like to express our appreciation to these volunteers for their invaluable commitment and support.

Approved by the trustees and signed on their behalf:

Signed Steve Bell 20/5/21

Trustee: Steve Bell Date:

Signed Louise Jones 20/5/21

Trustee: Louise Jones Date:

Trustees' responsibilities in relation to the financial statements

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

COLERNE OLD SCHOOL PLAYGROUP

Independent examiner's report to the Trustees of the Colerne Old School Playgroup

I report on the accounts of the Trust for the year ended 31st August 2020 which are set out on pages 7 to 10.

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 report

My examination was carried out in accordance with the 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 the seeking of explanations from you as 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

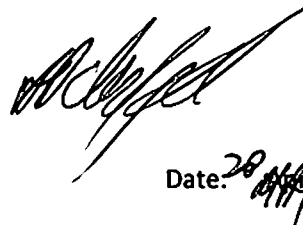
(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Charities Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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

Andrew Chappell
Bridge Accountancy Ltd
Chartered Accountants
Westfield House, Bratton Road,
Westbury, Wiltshire.



Date: 28 ~~11~~ 2020

**Colerne Old School Playgroup
Receipts and Payments
for the year ended 31 August 2020**

	2020	2019
	£	£
	Total	Total
Income	91,553	97,752
Other business income	115	73
Expenses		
Staff costs	72,747	67,357
Premise costs	4,918	5,954
Running costs	2,944	2,185
General	5,011	4,701
Advertising	289	289
Professional	743	863
Other	1,216	1,575
	<hr/>	<hr/>
	87,868	82,924
	<hr/>	<hr/>
Net (outgoing)/Incoming resources	3,800	14,901

**Colerne Old School Playgroup
Balance Sheet
as at 31 August 2020**

	2020	2019
	£	£
Current assets		
Trade debtors	-	-
Bank Current Account	38,542	35,033
Bank Deposit Account	17,533	16,382
Cash in hand	12	27
Other current assets and prepayments	-	-
	<u>56,087</u>	<u>51,442</u>
Current liabilities		
Other liabilities and accruals	<u>2,440</u>	<u>1,595</u>
Net current assets	53,647	49,847
Net assets	<u>53,647</u>	<u>49,847</u>
Unrestricted Funds		
Balance at start of period	49,847	34,946
Excess of expenses for the period	3,800	14,901
	<u>53,647</u>	<u>49,847</u>

**Colerne Old School Playgroup
Notes to the Accounts
for the year ended 31 August 2020**

1 Accounting basis

A detailed explanation of the financial activities is given in pages 7 to 10 which are presented following the historic cost convention.

2 Income and Expenditure

	2020	2019
	£	£
Income		
Fees	13,584	18,446
Grants	77,536	75,968
Fund raising	101	3,037
Sale of sweatshirts	-	183
Sundry income	332	118
Donations	-	-
	<u>91,553</u>	<u>97,752</u>
 Other business income		
Interest receivable	<u>115</u>	<u>73</u>
 Staff costs		
Wages and salaries	69,178	64,276
Pensions	724	465
Employer's NI	-	-
Temporary staff and recruitment	-	-
Music tuition	-	-
Clothing	-	113
Educational support (Playwood and Sportscoach)	835	1,388
Staff training and welfare	2,010	1,115
	<u>72,747</u>	<u>67,357</u>
 Premise costs		
Rent	3,351	4,728
Light and heat	1,430	903
Waste collection	-	-
Cleaning	137	323
	<u>4,918</u>	<u>5,954</u>

	2020 £	2019 £
Running costs		
Repairs and maintenance	591	390
Snacks	857	828
Toys and trips	169	507
Equipment	<u>1,327</u>	<u>460</u>
	<u>2,944</u>	<u>2,185</u>
General		
Telephone and fax	735	908
Postage	8	40
Stationery and printing	354	558
Fund Raising	-	390
Photocopier	-	-
Sale of photocopier	-	-
Equipment expensed	3,057	1,791
Software	-	99
Website	-	68
Other insurance costs	<u>857</u>	<u>847</u>
	<u>5,011</u>	<u>4,701</u>
Advertising		
Advertising and PR	<u>289</u>	<u>289</u>
Professional		
Accountants fees	468	588
Independent examiner	<u>275</u>	<u>275</u>
	<u>743</u>	<u>863</u>
Other		
Subscriptions	247	146
Magazines	198	200
Party	264	150
Sundry	<u>507</u>	<u>1,079</u>
	<u>1,216</u>	<u>1,575</u>