

Colerne Old School Playgroup

Report and Financial Statements

For The Year Ended 31st August 2021

Charity Number 1021960

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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 2021**

The trustees have pleasure in presenting their report for the year ended 31 August 2021 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.

From 1 September 2021 the playgroup has been taken over by a limited company – Colerne Preschool Limited, and is no longer being run as a charity. The funds in the charity will be held by trustees who will ensure that they are spent for the benefit of children in the local area.

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 £101,879 a increase of 11% compared to the previous year. This was due to Covid-19 closures in the previous year. Grant income continued to be received to cover staff costs. Grant income was £533 less. The principal sources of funds were fees and grants received.

During the year a total of £96,272 was spent on running the playgroup, £8,404 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 24/5/2022

Trustee: Steve Bell Date:

Signed _____

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 2021 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: 12 April 2022

**Colerne Old School Playgroup
Receipts and Payments
for the year ended 31 August 2021**

	2021	2020
	£	£
	Total	Total
Income	101,879	91,553
Other business income	2	115
Expenses		
Staff costs	81,310	72,747
Premise costs	5,901	4,918
Running costs	3,255	2,944
General	2,784	5,011
Advertising	289	289
Professional	821	743
Other	1,912	1,216
	<hr/>	<hr/>
	96,272	87,868
	<hr/>	<hr/>
Net (outgoing)/incoming resources	5,609	3,800

**Colerne Old School Playgroup
Balance Sheet
as at 31 August 2021**

	2021 £	2020 £
Current assets		
Trade debtors	-	-
Bank Current Account	39,858	38,542
Bank Deposit Account	20,488	17,533
Cash in hand	137	12
Other current assets and prepayments	<u>60,483</u>	<u>56,087</u>
Current liabilities		
Other liabilities and accruals	<u>1,227</u>	<u>2,440</u>
Net current assets	59,256	53,647
Net assets	<u>59,256</u>	<u>53,647</u>
Unrestricted Funds		
Balance at start of period	53,647	49,847
Excess of expenses for the period	5,609	3,800
	<u>59,256</u>	<u>53,647</u>

**Colerne Old School Playgroup
Notes to the Accounts
for the year ended 31 August 2021**

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

	2021	2020
	£	£
Income		
Fees	24,647	13,584
Grants	77,003	77,536
Fund raising	-	101
Sale of sweatshirts	-	-
Sundry income	229	332
Donations	-	-
	<u>101,879</u>	<u>91,553</u>
Other business income		
Interest receivable	<u>2</u>	<u>115</u>
Staff costs		
Wages and salaries	80,074	69,178
Pensions	958	724
Employer's NI	-	-
Temporary staff and recruitment	-	-
Music tuition	-	-
Clothing	42	-
Educational support (Playwood and Sportscoach)	-	1,388
Staff training and welfare	236	2,010
	<u>81,310</u>	<u>72,747</u>
Premise costs		
Rent	4,728	3,351
Light and heat	447	1,430
Waste collection	290	-
Cleaning	436	137
	<u>5,901</u>	<u>4,918</u>

	2021	2020
	£	£
Running costs		
Repairs and maintenance	132	591
Snacks	510	857
Toys and trips	1,747	169
Equipment	866	1,327
	<u>3,255</u>	<u>2,944</u>
General		
Telephone and fax	1,085	735
Postage	51	8
Stationery and printing	155	354
Fund Raising	-	-
Photocopier	-	-
Sale of photocopier	-	-
Equipment expensed	644	3,057
Software	-	-
Website	60	-
Other insurance costs	789	857
	<u>2,784</u>	<u>5,011</u>
Advertising		
Advertising and PR	<u>289</u>	<u>289</u>
Professional		
Accountants fees	546	468
Independent examiner	275	275
	<u>821</u>	<u>743</u>
Other		
Books	87	
Educational support	240	
Garden	6	
Subscriptions	152	247
Magazines	200	198
Party	-	264
Sundry	1,227	507
	<u>1,912</u>	<u>1,216</u>