



Trustees' Annual Report for the period

From 1 April 2020 to 31 March 2021

Charity name: Fowlmere Playgroup

Charity registration number: 1024798

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The aims of the playgroup are 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 by offering appropriate play, education and care facilities and adhering to the aims and objectives of the Pre-School Learning Alliance.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Fowlmere Playgroup is a small, friendly, parent-managed setting providing a happy, stimulating and supportive environment for pre-school children (two years and upwards) within the framework of the Early Years Foundation Stage Curriculum where each child can have the opportunity to develop fully in every aspect of their development. The playgroup serves Fowlmere and the surrounding villages. The Playgroup employs three part-time members of staff during term time to provide sessions on weekdays. The Friday session is for children starting school in the following September to prepare them for the transition. Fowlmere Playgroup is open to all children within the age range, regardless of colour, ethnicity, religion, social background or disability.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In managing the playgroup, the trustees have kept in mind the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
	Para 1.38	

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	A substantial contribution is made by the trustees' management committee. In addition, without the continual fundraising efforts of the trustees the playgroup would not continue to operate. The input of the Playgroup Leader and staff outside their paid hours is also key.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Fowlmere Playgroup successfully run supervised sessions for children aged from two years to school age, during school hours.</p> <p>Our staff work tirelessly to look after the children and give them the best possible childcare and learning experience, so that they feel safe, happy and nurtured, and thrive as preschoolers.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		<p>Our playgroup manager and her team continue to work tirelessly in ensuring playgroup is a safe environment during the ongoing COVID-19 pandemic.</p> <p>They are constantly evaluating risk assessments and policies ensuring they are current and up to date with the ever-changing rules the pandemic brings.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>This financial year has been tough for playgroup. With the COVID 19 restrictions firmly in place, it has been difficult, almost impossible to fundraise.</p> <p>Our hugely successful biannual thrift sale was not able to run which has had a huge impact on playgroups finances.</p> <p>We are remaining positive that once COVID 19 restrictions are lifted, our usual fundraising efforts can continue and start to replenish our reserve fund.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The playgroup aims to maintain a reserve fund to cover in excess of three month's operational costs. This will allow us to meet staff notice and redundancy costs if required and to act as a buffer fluctuations in income due to unexpected decreases in child numbers.</p> <p>This financial year has been difficult as we have had to use a large percentage of our reserves to cover staff wages and rental costs due to the lack of fundraising events playgroup has been able to hold.</p>
Amount of reserves held	Para 1.22	The year saw a large deficit of £8,690, ending the year with reserves of £11,847.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Pre-school Learning Alliance Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees elected by members at AGM

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Fowlmere Playgroup
Other name the charity uses	
Registered charity number	1024798
Charity's principal address	Fowlmere URC Chapel Hall Chapel Lane Fowlmere SG8 7SA

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	Lauren Snelling	Chair		Members of the charity
2	Esther Paterson	Treasurer		Members of the charity
3	Duncan Smith	Secretary		Members of the charity
4	Rebecca Stone			Members of the charity
5	Kayleigh Holwell			Members of the charity
6	Rebecca Andrews			Members of the charity
7	Amy Ravenscroft			Members of the charity

Corporate trustees – names of the directors at the date the report was approved

Director name		
Lauren Snelling	Chair	
Esther Paterson	Treasurer	
Duncan Smith	Secretary	
Kayleigh Holwell		
Rebecca Andrews		
Amy Ravenscroft		
Rebecca Stone		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Jasmine Redrup (Manager)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Lauren Snelling	Esther Paterson
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	26 March 2022	26 March 2022



Section A Independent Examiner's Report

Report to the trustees/ members of	FOWLMERE PLAYGROUP		
On accounts for the year ended	31 MARCH 2021	Charity no (if any)	1024798
Set out on pages	1 AND 2 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: **Date:** 16/03/2022

Name: ADRIAN WINTER

**Relevant professional
qualification(s) or body
(if any):** ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

Address: THE SYCAMORES, 43 KNEESWORTH STREET

ROYSTON
HERTS SG8 5AB

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

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Receipts and payments accounts

CC16a

For the period from	01/04/2020	To	31/03/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
FEES	8,106	-	-	8,106	10,598
FUNDING CAMBS CC	24,107	-	-	24,107	32,164
FUNDRAISING	148	-	-	148	4,470
SUNDRY INCOME - FURLOUGH	5,803	-	-	5,803	-
DONATIONS	67	-	-	67	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	38,231	-	-	38,231	47,232
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	38,231	-	-	38,231	47,232
A3 Payments					
DIRECT WAGES	35,288	-	-	35,288	35,904
DIRECT EXPENSES	48	-	-	48	-
ADVERTISING & MARKETING	132	-	-	132	-
AUDIT & ACCOUNTANCY FEES	1,473	-	-	1,473	-
THRIFT FEB/MAR	-	-	-	-	924
CLEANING & LAUNDRY	201	-	-	201	-
GIFTS	296	-	-	296	7,622
POSTAGE, FREIGHT AND COURIER	5	-	-	5	575
EQUIPMENT	64	-	-	64	387
GAMES, BOOKS AND TOYS	266	-	-	266	1,603
GENERAL EXPENSES	66	-	-	66	499
REFRESHMENTS	21	-	-	21	50
INSURANCE	580	-	-	580	241
OUTINGS/PARTIES	-	-	-	-	150
PRINTING & STATIONERY	12	-	-	12	492
RENT	6,252	-	-	6,252	253
STAFF TRAINING	357	-	-	357	80
PENSIONS COSTS	398	-	-	398	312
SUBSCRIPTIONS	241	-	-	241	234
ICO	35	-	-	35	169
OFSTED	50	-	-	50	611
DBS	12	-	-	12	152
XERO	260	-	-	260	-
TELEPHONE & INTERNET	10	-	-	10	35
TRAVEL	19	-	-	19	-
Sub total	46,084	-	-	46,084	50,293
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	46,084	-	-	46,084	50,293
Net of receipts/(payments)	- 7,853	-	-	- 7,853	- 3,061
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,537	-	-	20,537	23,598
Cash funds this year end	12,684	-	-	12,684	20,537

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	14,133	-	-
	Cash in hand	59	-	-
	Others	1,508	-	-
	Total cash funds	12,684	-	-

(agree balances with receipts and payments account(s))



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Lauren Snelling	26/03/2022
	Esther Paterson	26/03/2022