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Charity Commission Annual Return 2023

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HINGHAM PRE SCHOOL PLAYGROUP
Charity registration number: 1027819

Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.

This document is a record of the information provided in the Annual Return 2023.

PART A - Charity information

Financial period

Financial period start date

01/08/2022

Financial period end date

31/07/2023

Income and spending

Income £

£ 86,728

Spending £

£ 96,410

Number of contracts from government

How many contracts (other than grant agreements) did your charity receive from central government or a local authority during the financial period for this return?

1

Value of contracts from government

What was the total value of the contracts received from central government or a local authority during the financial period for this return?

£ 69,240

Number of grants from government

How many grants did your charity receive from central government or a local authority during the financial period for this return?

0

Grantmaking

Is grant making the main way your charity carries out its purposes?

No

Recipients of grants

Please round all figures to the nearest pound (do not enter decimal points or commas).

Individuals

£ 0

Other charities

£ 0

Other organisations that are not charities

£ 0

Trustee payments

Excluding out of pocket expenses, for what were any of the trustees paid during the financial period for this return?

e. None of the trustees have been paid

Did any of the trustees resign and take up employment with your charity in the financial period of this return?

No

Income from outside the UK

Did your charity receive income from outside of the United Kingdom in the financial period of this return?

No

Delivering activities outside the United Kingdom

Did your charity deliver charitable activities outside of the United Kingdom in the financial period of this return?

No

Spending outside England & Wales

Did your charity spend funds outside of the United Kingdom in the financial period of this return?

No

Total Spending outside England & Wales

£

Trading subsidiaries

Does the charity have any trading subsidiaries?

No

Charity contact details correct

Is the contact address displayed from the Register of Charities, correct?

Yes

Charity headquarters details correct

Is this the same address that you use as your charity's administrative headquarters?

Yes

Charity contact address

Address Line 1

20 Hardingham Street

Address Line 2

Hingham

Address Line 3

Norwich

Address Line 4

Norfolk

Address Line 5

Postcode

NR9 4JB

Country

Charity Headquarters address

Address Line 1

20 Hardingham Street

Address Line 2

Hingham

Address Line 3

Norwich

Address Line 4

Norfolk

Address Line 5

Postcode

NR9 4JB

Country

Property

Were any of your charity's properties held by holding or custodian trustees on behalf of your charity (excluding the Official Custodian) during the financial period for this return?

No

Membership type

Is the charity part of a wider group structure with a parent body and subsidiary bodies?

no, the charity is not part of a wider group structure

Employment contract types

People were permanently employed by your charity

6

People were on fixed-terms contracts with your charity

0

Self-employed people were working for your charity

0

Total overseas employees

How many of the people above work on behalf of your charity outside of the United Kingdom?

0

Total employee payroll

What was the total amount spent on employee payroll during the financial period relating to this return?

£ 73,481

Employees' salaries

Did any of your charity's employees receive total employment benefits of £60,000 or more in the financial period of this annual return?

No

Governance policies

Internal charity financial controls policy and procedures

Yes

Safeguarding policy and procedures

Yes

Financial reserves policy and procedures

Yes

Complaints policy and procedures

Yes

Serious incident reporting policy and procedures

Yes

Internal risk management policy and procedures

Yes

Trustee expenses policy and procedures

Yes

Trustee conflicts of interest policy and procedures

Yes

Investing charity funds policy and procedures

Not applicable

Campaigns and political activity policy and procedures

Not applicable

Bullying and harassment policy and procedures

Yes

Social media policy and procedures

Yes

Engaging external speakers at charity events policy and procedures

Not applicable

Safeguarding

Has your charity provided services to children and/or adults at risk in the financial period of the return?

Yes

a. All required standard DBS checks have been obtained

Yes

b. All required enhanced DBS checks have been obtained

Yes

c. All required enhanced with Barred List(s) DBS checks have been obtained

Yes

d. DBS checks are not required other than Basic DBS checks

No

Serious Incidents

Has your charity reported all Serious Incidents (including any historical incidents) that the charity became aware of during the financial period of this return?

There were no incidents to report

External risk and impact

Donations

Unknown/No Change/Not Applicable

Other income - grants

Unknown/No Change/Not Applicable

Other income - contracts

Positive

Other income - investment

Unknown/No Change/Not Applicable

Expenditure on charitable activities

Positive

Expenditure on overheads

Positive

Number of volunteers

Unknown/No Change/Not Applicable

Number of employees

Unknown/No Change/Not Applicable

Number of trustees

Unknown/No Change/Not Applicable

Fundraising activities**Capacity to deliver services****Total service demand****Volunteers**

Excluding trustees, provide an estimate of the number of volunteers who carried out charitable activities on behalf of your charity in the United Kingdom during the financial period of this return?

Privacy statement

Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- **you have consented to their release; or**
- **we are legally obliged to disclose them; or**
- **we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.**

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

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Information we collect about you

We will use this information:

To enable us to carry out our statutory functions and duties;

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- (a) update, consolidate, and improve the accuracy of our records;**
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;**
- (c) data analysis, testing, research, statistical and survey purposes**

Information we receive from other sources.

Information we receive from other sources

We may combine this information with information you give to us and information we collect about you.

We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.

The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.

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Declaration

This annual return has not been submitted and no Declaration has been made

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HINGHAM PRE-SCHOOL PLAYGROUP

YEAR ENDED 31 JULY 2023

HINGHAM PRE-SCHOOL PLAYGROUP

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 JULY 2023

	2023	2022
INCOMING RESOURCES		
Generated income	0	0
Charitable activities (Note 2)	86,728	81,537
Total income resources	<u>86,728</u>	<u>81,537</u>
RESOURCES EXPENDED		
Charitable activities (Note 3)	96,411	95,024
Total resources expended	<u>96,411</u>	<u>95,024</u>
NET RESOURCES	<u>(9,683)</u>	<u>(13,487)</u>

HINGHAM PRE-SCHOOL PLAYGROUP

BALANCE SHEET

YEAR ENDED 31 JULY 2023

	2023	2022
FIXED ASSETS		
Furniture and fixtures	0	0
	<hr/>	<hr/>
	0	0
CURRENT ASSETS		
Debtors	0	0
Bank account	97,429	107,933
Cash in hand	130	0
	<hr/>	<hr/>
	97,559	107,933
CURRENT LIABILITIES		
Creditors	(24)	667
	<hr/>	<hr/>
	97,583	107,266
NET ASSETS	<hr/> 97,583 <hr/>	<hr/> 107,266 <hr/>
Funds brought forward at 1 August	107,266	112,887
Funds carried forward at 31 July	97,583	107,266

HINGHAM PRE-SCHOOL PLAYGROUP

NOTES TO THE ACCOUNTS

YEAR ENDED 31 JULY 2023

2023

2022

1 Basis of preparation of the accounts:

The accounts have been prepared under the historical cost convention. They have been prepared in accordance with the Statement of Recommended Practice (SORP) 2005 'Accounting and Reporting by Charities' published in March 2005 and applicable accounting standards.

2 Incoming resources from charitable activities

135,966

Playgroup fees	12,111		
Funded hours	69,240	38,396	
Fundraising	2,119	2,073	
Donations	2,445		
Bank interest	813		
	<u> </u>	<u> </u>	
Total Receipts	<u><u>86,728</u></u>		<u><u>40,469</u></u>

3 Charitable activities - expenditure

Direct costs (materials, equipment etc)	1,601	312	
Wages and salaries	73,481	1,170	
Premises costs	9,966	943	
Insurance	1,172		
Cleaning and waste	4,699	309	
Administration and website	2,273	130	
Training	590	370	
Accountancy & bookkeeping	900	897	
Legal & professional	324		
General maintenance	1,269	261	
Refreshments	76	8,639	
Bank charges	60	8,789	
	<u> </u>	<u> </u>	
Total Costs	<u><u>96,411</u></u>		<u><u>21,820</u></u>

INDEPENDENT EXAMINERS REPORT

HINGHAM PRE-SCHOOL PLAYGROUP

YEAR ENDED 31 JULY 2023

I have completed my examination of the above accounts.

I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed in the notes below)

Notes

During my examination of the accounts it became apparent that there were a number of errors within the bookkeeping which spanned over a number of years back to 2017.

Finding and correcting these errors to ensure the figures brought forward to 1 August 2022 were correct, would have taken a lot of time and therefore I have included a correction adjustment in the previous year to ensure the balances brought forward are accurate.

I believe these errors are merely as a result of incorrect bookkeeping and a lack of training and help in this respect.

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:

S. L. Drewery

Date:

04/07/2024

Name:

S. L. Drewery