

West Looe Playgroup
Trustees' Report and Accounts
For the year ended
31 August 2021

Charity Number 1029866



Independent Examiner's Report to the Trustees of West Looe Playgroup

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2021 which are set out on pages 2 to 5.

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').

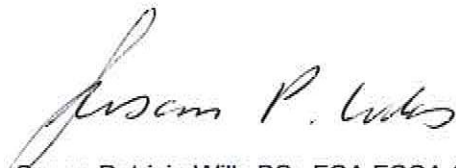
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records.

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.



Susan Patricia Wills BSc FCA FCCA CTA
Independent Examiner

2 Endeavour House
Parkway Court
Longbridge Road
Plymouth
PL6 8LR

14 April 2022



West Looe Playgroup

Report of the Trustees for the year ended 31 August 2021

The trustees present their report along with the financial statements of the charity for the year ended 31 August 2021.

Registered Charity number

1029866

Principal address of the charity

The Old School Canteen
Downs Road
West Looe
Cornwall
PL13 2AR

Trustees

The Trustees serving during the year and since the year end were as follows:

Louise Wright	Chair
Anna Jennings	Secretary
Kristy Hurrell	Treasurer
Wendy Miles	
Theresa Hodgkinson	
Claire Dewe	
Anna Townsend	
Emma Currah	

Structure, governance and management

West Looe Playgroup is a charity constituted by a Deed of Trust dated 12 May 1993 which was amended on 3 April 2006. The object of the charity is to provide a playgroup facility in West Looe and surrounding areas for children of pre-school ages 5 months to 5 years.

The recruitment and appointment of new trustees is by election at the Annual General Meeting of the charity.

Public Benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in applying our future activities.

Development, activities and achievements

The playgroup has had a challenging year due to Covid 19. At the start of the academic year, West Looe Playgroup followed the government's guidance, which allowed early years settings to remain open, and we opened on 3rd September 2020, welcoming all children back into the setting, opening from 9am – 3:30pm, Monday to Friday. We have continued to receive funding for 2, 3 and 4 year olds and 30 hour funding for eligible working parents during this time. We have also changed the way the sessions are staffed to work more cost effectively and two staff were furloughed to ensure all jobs could be protected and no redundancies had to be made during this difficult time.

Report of the Trustees for the year ended 31 August 2021 - continued

Even before the pandemic started, we had been noticing that each term we had fewer children starting with us and so the committee, with help from the staff, decided that to remain viable and to ensure that we could secure jobs, we would open as a nursery from 6th April 2021, offering care from babies to 5 years, 5 days a week from 8am – 6pm, excluding bank holidays and two weeks at Christmas. During this time a new manager was brought in to help carry this forward and we re-registered with Ofsted. The new nursery has been very successful, with all staff being taken off furlough and three new staff members brought in to assist with the influx of new children in the nursery.

Due to the pandemic, the committee and staff have been unable to fundraise in any way due to current restrictions. A parent very kindly donated £57.20 to the playgroup and the Masonic lodge in Looe donated £2,000 towards IT equipment, which enabled us to install Wi-Fi, buy two new tablets and install an online recording system called Tapestry, which allows staff to upload pictures and document learning for parents in a secure way.

The chairman would like to thank all staff and committee for all the help and support throughout this year. Staff have been flexible with the hours that they work and have coped well with the changes made to the way we have to operate due to government guidelines and to keep everyone safe. And all staff, old and new, helped to support and implement the changes needed to become an all-year-round nursery.

We would also like to thank the parents, carers and local community for their help and support throughout the year.

Financial review and reserves policy

Cash reserves at 31 August 2021 were £43,331 (2020 £33,956). This includes approximately two months' reserve/contingency, which is held in reserve (currently £16,486 held in the deposit account).

The main revenue income of the charity is now split between funding from Cornwall Council and from fee paying parents who pay to use the nursery all year round. We were able to claim furlough through the JRS Covid grant scheme for two members of staff before more children returned to the nursery.

The trustees confirm that they have identified the major risks to which the charity is exposed and have systems established to mitigate any risks. They have also complied with their duty to have due regard to the Charity Commissions Public Benefit Guidance when exercising any powers or duties to which the guidance is relevant.

There were no trustees' expenses paid in the year.

Trustees' statement

This report has been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities".



Louise Wright
Chairman
For and on behalf of the Trustees

14 April 2022



West Looe Playgroup

Receipts and Payments Account

For the year ended 31 August 2021

	31 August 2021 Unrestricted Funds £	31 August 2020 Unrestricted Funds £
INCOME RECEIPTS		
<i>Fees and donations</i>		
Fees	28,099	6,116
Fundraising, donations & events	2,880	2,412
<i>Other receipts</i>		
Local government funding	48,830	59,090
Covid Job Retention Scheme	4,199	3,870
South West Water credit	2,000	-
<i>Investment Income</i>		
Bank interest	4	31
TOTAL RECEIPTS	86,012	71,519
Direct Charitable expenditure		
Staff wages	61,922	57,441
Employer pension	636	347
Staff training	484	331
Hall rent and rates	580	250
Lighting and heating	2,850	3,486
Insurance, inspection and licences	1,246	982
Building maintenance	2,189	216
Telephone	209	154
Milk	-	146
Professional fees	822	23
	70,938	63,376
Other expenditure		
Equipment purchases	2,665	554
Outings and parties	153	127
Advertising and sundries	-	50
Postage and stationery	596	721
Food and weekly supplies	2,164	1,434
Software	121	-
	5,699	2,886
TOTAL PAYMENTS	76,637	66,262
NET (PAYMENTS) / RECEIPTS FOR THE YEAR	9,375	5,257
Cash and bank balances as at 31 August 2020	33,956	28,699
Cash and bank balances as at 31 August 2021	43,331	33,956

Statement of Assets and Liabilities

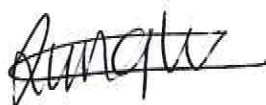
As at 31 August 2021

	<i>31 August 2021</i>	<i>31 August 2020</i>
	<i>Unrestricted Funds</i>	<i>Unrestricted Funds</i>
	£	£
MONETARY ASSETS		
Bank and cash balances:		
Bank current account	26,745	17,374
Bank deposit account	16,486	16,482
Petty cash	100	100
	<hr/>	<hr/>
	43,331	33,956
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OTHER ASSETS

Permanent endowment – The land and buildings used by the Playgroup, The Old School Canteen, Downs Road, West Looe has been endowed to the Charity by West Looe Town Trust who holds the freehold title.

Furniture, equipment, toys etc. are held as per the inventory for functional use by the playgroup. All costs have been included in the Receipts and Payments Accounts as and when they have been purchased.



Louise Wright
Chairman
For and on behalf of the Trustees

14 April 2022

