



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	Sept	2020		31	Aug	2021

## Section A Reference and administration details

**Charity name** Soham Playgroup

**Other names charity is known by**

**Registered charity number (if any)** 1032286

**Charity's principal address**

3 Ennion Close  
 Soham  
 Ely  
**Postcode** CB7 5GU

### 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	Louise Sarll	Chair		
2	Stacey Miller	Secretary		
3	Kat Fahey	Treasurer		
4	Demi Kirk			
5	Tracey Fretwell			
6	Caroline Neech			
7	Heidi Cooper			
8	Hayley James			
9	Christie Lee			
10	Angela Clark	Ofsted Registered Person		
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Angela Clark – Manager and Ofsted Registered Person

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

**AIMS, OBJECTIVES & VISION**

To maintain and keep providing high quality childcare with a happy atmosphere within a safe, secure and stimulating environment.  
To encourage the development of self-esteem and independence which will help children to make a natural transition to full time schooling.  
To ensure each child is supported in developing their potential at their own pace by means of developmentally appropriate play activities and a high level of individual adult input.  
To provide activities and experiences that are planned to meet their individual stages of development within the early year's foundation stage.  
To always look at ways to improve and update the environment, layout, equipment and resources available within the Playgroup.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

At the children's centre, located in close proximity to the Weatheralls primary school we have sessions of 8.45 - 2.45 Monday, Wednesday & Friday and 11.45 - 2.45.  
At St Andrews primary school we open five days a week 8.45 - 2.45, this is in our own private setting, which has been significantly renovated inside and outside to optimize the children's experience.  
A maximum of 25 children may attend each setting at any one time. We allow registration at any time, and children may start from their 2<sup>nd</sup> birthday.  
We are a registered early years provider (registered charity number 1032286) and are eligible for Nursery Education Grant funding for 2 to 3 year olds, which is applied for and received through Cambridgeshire County Council.  
We are governed by Ofsted and received a 'Good' Ofsted inspection at our St Andrews setting in June 2019. And a Good Ofsted inspection at the Weatheralls in January 2020. The Ofsted reports are available for parents to view at the individual settings and on the Ofsted website.  
We are accredited with the Pre-School Learning Alliance (PLA) and as such work to staff ratios of 1 adult: 4 children for 2 year olds and 1:6 for 3 years old and over.  
The Trustees have had regard to the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

We mainly attract children from Soham and its neighbouring villages. We advertise through our own Web Site, social media, children's centre's, health visiting teams, posters in local businesses/libraries etc. and word of mouth recommendations.

We utilise an app called Tapestry online learning journey, we actively update children's online portfolio with observations, photos and assessments which are shared with individual children's parents or guardians.

We have a closed parental/guardian group on Facebook (only by invitation to ensure confidentiality) Parents can see our themes and resources and contact us. They are encouraged to leave feedback & reviews. Recent newsletters and events are posted in the confidential group to ensure we follow policy.

We also have a Web Site [www.sohamplaygroup.co.uk](http://www.sohamplaygroup.co.uk)

We have had some families at the start of the year chose not to send their children due to their fears for covid but on the whole attendance has been good.

We received a local area opportunity grant and have been able to enhance the outdoor areas at both settings.

We have worked with the government guidelines for covid we some closures but we look forward to this being a memory.

We have undertaken lots of training and this has been carried out via zoom, we have been able to meet new families in the gardens at both settings thus maintaining a good connection with our families.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

We have a reserve account with £20,000 and we will look to increase this annually.

**Details of any funds materially in deficit**

N/A

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of funds are Early Year Funding applied for and received from Cambridgeshire County Council, this is a combination of means tested funding for 2 year olds and universal funding for 3 year olds. We also look to fundraise towards specific projects are targets with have included the outdoor learning environment at our St Andrews setting. We have been able to undertake tree planting, growing of produce and den building with our children at this setting.

We will be looking to fundraise going forwards towards an outdoor classroom at the St Andrews setting.

**Section F Other optional information**

[Empty box for optional information]

**Section G Declaration**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<i>Louise Sarll</i>	
<b>Full name(s)</b>	Louise Sarll	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	28/04/2022	

Registered charity number  
1032286

Soham Playgroup  
Report and Accounts  
31 August 2021

**Soham Playgroup  
Report and accounts  
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**Soham Playgroup****Registered number: 1032286****Trustees' Report**

The trustees present their report and accounts for the year ended 31 August 2021.

**Principal activities**

The charity's principal activity during the year continued to be that of the provision of early years childcare and the application of the early years foundation stage framework

**Trustees'**

The following persons served as trustees during the year:

L Sarll	Chairperson
H James	Treasurer
S Miller	Secretary
A Botting	
A Clark	
H Cooper	
S Hines	
M Irvine	
T Fretwell	
C Lee	
N Salisbury	
K Fahey	
C Neech	
D Kirk	

This report was approved by the trustees on 20 October 2021 and signed on its behalf.

L Sarll  
Chairperson

**Soham Playgroup  
Accountants' Report**

**Accountants' report to the trustees of  
Soham Playgroup**

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

Johnson & Co Accountants Ltd

30a High Street  
Soham  
Ely  
Cambs  
CB7 5HE

20 October 2021

**Soham Playgroup**  
**Schedule to the profit and loss account**  
**for the year ended 31 August 2021**  
*for the information of the trustees only*

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Sales</b>	126,649	103,407
Cost of sales	(87,672)	(95,117)
<b>Gross profit</b>	<u>38,977</u>	<u>8,290</u>
Premises costs	(12,046)	(17,903)
Administrative expenses	(22,768)	(3,234)
<b>Operating profit/(loss)</b>	<u>4,163</u>	<u>(12,847)</u>
Interest receivable	-	1
<b>Profit/(loss) for the financial year</b>	<u>4,163</u>	<u>(12,846)</u>

**Soham Playgroup**  
**Registered Charity number:** 1032286  
**Balance Sheet**  
**as at 31 August 2021**

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	2	10,084	13,446
<b>Current assets</b>			
Stocks		248	248
Debtors	3	-	336
Cash at bank and in hand		52,941	45,425
		<u>53,189</u>	<u>46,009</u>
<b>Creditors: amounts falling due within one year</b>	4	-	(345)
<b>Net current assets</b>		<u>53,189</u>	<u>45,664</u>
<b>Net assets</b>		<u>63,273</u>	<u>59,110</u>
Trustees reserves		63,273	59,110
<b>Trustees' funds</b>		<u>63,273</u>	<u>59,110</u>

H James  
Trustee  
Approved by the trustees on 20 October 2021

**Soham Playgroup**  
**Detailed profit and loss account**  
**for the year ended 31 August 2021**

*This schedule does not form part of the statutory accounts*

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Sales</b>		
Cambridgeshire County Council	94,294	75,862
Fees received	26,928	23,891
Registration fess	3,075	834
Grant income	-	500
Fundraising	1,515	284
Donations	523	1,953
Training and Clothing	314	83
	<hr/> 126,649	<hr/> 103,407
<b>Administrative expenses</b>		
Employee costs:		
Staff wages	84,565	93,089
PAYE & NI	3,675	6,306
JRS Grant	(688)	(6,992)
Staff entertaining	120	80
Staff training and welfare	-	675
DBS checks	-	62
Equipment and activities	-	1,897
	<hr/> 87,672	<hr/> 95,117
Premises costs:		
Rent of permanent settings	11,496	12,663
Portacabin costs	550	758
Depreciation	-	4,482
	<hr/> 12,046	<hr/> 17,903
General administrative expenses:		
Telephone and fax	225	80
Stationery, IT and postage	1,555	1,175
Toys and equipment	16,499	698
Fundraising costs	204	77
Subscriptions	70	277
Bank charges	88	94
Public liability Insurance	660	660
Committee Costs	105	163
Christmas fayre	-	10
Depreciation	3,362	-
	<hr/> 22,768	<hr/> 3,234
	<hr/> 122,486	<hr/> 116,254

**Soham Playgroup**  
**Notes to the balance sheet**  
**for the year ended 31 August 2021**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

***Turnover***

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have transferred to the buyer. Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs.

***Tangible fixed assets***

Tangible fixed assets are measured at cost less accumulative depreciation and any accumulative impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Plant and machinery	over 5 years
Fixtures, fittings, tools and equipment	over 5 years

***Stocks***

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first in first out method. The carrying amount of stock sold is recognised as an expense in the period in which the related revenue is recognised.

***Debtors***

Short term debtors are measured at transaction price (which is usually the invoice price), less any impairment losses for bad and doubtful debts. Loans and other financial assets are initially recognised at transaction price including any transaction costs and subsequently measured at amortised cost determined using the effective interest method, less any impairment losses for bad and doubtful debts.

***Creditors***

Short term creditors are measured at transaction price (which is usually the invoice price). Loans and other financial liabilities are initially recognised at transaction price net of any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

**Soham Playgroup**  
**Notes to the balance sheet**  
**for the year ended 31 August 2021**

**Taxation**

A current tax liability is recognised for the tax payable on the taxable profit of the current and past periods. A current tax asset is recognised in respect of a tax loss that can be carried back to recover tax paid in a previous period. Deferred tax is recognised in respect of all timing differences between the recognition of income and expenses in the financial statements and their inclusion in tax assessments. Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Deferred tax is measured using the tax rates and laws that have been enacted or substantively enacted by the reporting date and that are expected to apply to the reversal of the timing difference, except for revalued land and investment property where the tax rate that applies to the sale of the asset is used. Current and deferred tax assets and liabilities are not discounted.

**Provisions**

Provisions (ie liabilities of uncertain timing or amount) are recognised when there is an obligation at the reporting date as a result of a past event, it is probable that economic benefit will be transferred to settle the obligation and the amount of the obligation can be estimated reliably.

**Foreign currency translation**

Transactions in foreign currencies are initially recognised at the rate of exchange ruling at the date of the transaction. At the end of each reporting period foreign currency monetary items are translated at the closing rate of exchange. Non-monetary items that are measured at historical cost are translated at the rate ruling at the date of the transaction. All differences are charged to profit or loss.

**Pensions**

Contributions to defined contribution plans are expensed in the period to which they relate.

**2 Tangible fixed assets**

	<b>Land and buildings £</b>
<b>Cost</b>	
At 1 September 2020	21,409
At 31 August 2021	<u>21,409</u>
<b>Depreciation</b>	
At 1 September 2020	7,963
Charge for the year	3,362
At 31 August 2021	<u>11,325</u>
<b>Net book value</b>	
At 31 August 2021	<u>10,084</u>
At 31 August 2020	<u>13,446</u>

**Soham Playgroup  
Notes to the balance sheet  
for the year ended 31 August 2021**

<b>3 Debtors</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	-	336
	<hr/>	<hr/>
<b>4 Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	-	345
	<hr/>	<hr/>

**5 Other information**

Soham Playgroup is registered with the Charities Commission, the address for correspondence is:

3 Ennion Close  
Soham  
Ely  
Cams  
CB7 5GU