

WEST GREEN PLAYGROUP

TRUSTEES REPORT FOR THE YEAR ENDED 31 AUGUST 2021

Legal and administrative information

Charity Number
1032801

Financial Year
1st September 2020 to 31st August 2021

Trustees at 31st August 2021

Annaliese Gamper – Co-Chairperson	Appointed 01/11/2017
Kate Aldridge – General Member	Appointed 01/11/2018
Tonya Ouaddane - Manager	Appointed 28/11/2016
Simone Businaro – Treasurer	Appointed 14/11/2019

The existing trustees appoint new trustees following the provisions laid out in the organisation's Constitution. However, due to the pandemic, the trustees have remained in situ since 2019 and no formal reappointment or re-election has taken place.

Legal Status

Unincorporated Charity

Governing

PLA Model Constitution adopted 21st January 2016

Objectives

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 WEST GREEN PLAYGROUP

TRUSTEES REPORT FOR THE YEAR ENDED 31 AUGUST 2021

Correspondence Address

West Green Playgroup
21a Apple Tree Road,
Tottenham
London N17 6PJ

Independent Examiner

Sara Graff & Co

Chartered Accountants
28 Minchenden Crescent
London N14 7EL

The Trustee Report

The Committee has pleasure in presenting their report, together with financial statements for the period ended 31st August 2021.

The most recent document constituting the playgroup was signed on 21st January 2016. As a member of the Pre-School Learning Alliance, membership number 23785, the playgroup follows its publication guidelines.

The principal activity of the trust is the provision of pre-school playgroup activities.

The West Green Playgroup offers a safe and welcoming place for children between 2 and 5 by offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability. The Playgroup also encourages the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas.

Main fundraising activities

The West Green Playgroup relies on the money raised through our fundraising efforts to purchase or replace most of the toys and equipment the children use. It is the parents and carers contribution to events that dictate their success.

Due to Covid-19 we were restricted as to our traditional fund-raising methods, although we did manage to hold an Easter Hunt.

We did start a Crowd Funding page in 2020 to try and obtain additional funds to support the nursery going forward but only £20 was received in the year to 31 August 2021.

Organisation and Management

The charity is managed by a Management Committee which would normally meet regularly, at least 6 times a year, to ensure that the Playgroup complies with its aims and is properly managed. However, due to lockdown during part of the financial year, fewer meetings took place. The Committee Members are normally elected at the Annual General Meeting and hold office for one year but are able to stand for re-election unless a member has served for ten consecutive years. Due to Covid 19 no elections have taken place since the start of the pandemic and so the same trustees have remained in situ.

Trustee Responsibilities

The Charities Act 2011 requires the trustees to prepare financial statements each year in accordance with the current regulations. The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the year. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Financial Review

The accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011. Therefore, the surplus shown on the Income and Expenditure Account of £28,098 (2020 Deficit £1,004) does not take account of any liabilities that may be owed by the Playgroup or amounts due to the Playgroup at the period end. The surplus is in line with the expectations of the Trustees, and the Trustees are now in a position to hold 3 to 6 months running costs in reserve in order to be able to fund playgroup in the case of any future emergencies. The playgroup continues to be run on a not for profit basis, with any surplus to be ploughed back to pay for running costs and resources.

We also received a contribution of £5,000 from Pocket Living and £5,000 from HG towards the gardening project which had been paid for during the year to 31 August 2020.

Signed on behalf of the Trustees

Date

Kate Aldridge

.....18/6/2022.....
.....

WEST GREEN PLAYGROUP

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 AUGUST 2021

	<u>68,373</u>	<u>38,207</u>	
	<u>80,090</u>	<u>51,992</u>	
	<u>80,090</u>	<u>51,992</u>	
	2021	2020	Notes
FIXED ASSETS			
Office Furniture and Equipment	24,623	24,623	
Less: Depreciation	<u>12,906</u>	<u>10,838</u>	Depreciation 15% x nbv
	<u>11,717</u>	<u>13,785</u>	
CURRENT ASSETS			
Community Bank Account	25,559	25,396	
Step Saver Interest Account	41,732	11,729	
Cash in Hand	1,082	1,082	
NET CURRENT ASSETS			
NET ASSETS			
CHARITY FUNDS			
Unrestricted funds			

The financial statements were approved by The Trustees and signed on their behalf:

.....Kate Aldridge.....

Trustee

.....18/6/2022.....

Date approved

WEST GREEN PLAYGROUP

	2021	2020
INCOME RESOURCES FROM GENERATED FUNDS		
<u>Activities for generating funds</u>		
Donations and Fundraising	1,008	10,023
<u>Investment income</u>		
Bank interest	285	41
INCOME RESOURCES FROM CHARITABLE ACTIVITIES		
Grants	111,031	109,311
Fees	56,716	51,953
Gardening refund	10,000	
Sundry income	2,111	
	<u>179,858</u>	479
		161,743
TOTAL INCOME RESOURCES	181,151	171,807
COSTS OF GENERATING FUNDS		
	412	
Advertising/fundraising		432
CHARITABLE ACTIVITIES		
Salaries	104,820	115,111
Pension costs	5,588	
		6,469
Premises costs	19,490	
		14,271
Training	1,433	
Sundries	3,416	
		2,245
Insurance	1,233	
		1,218
Cleaning	557	
		508
Postage, phone, internet and stationery	3,262	
		1,802
Supplies and equipment	4,755	
		5,132
Garden project	316	
		17,211
Depreciation	2,068	
		2,432

	<u>146,938</u>	166,399
	1,200	
	255	1,200
GOVERNANCE COSTS	<u>4,248</u>	
	<u>5,703</u>	289
Accountancy fee		
Ofsted/DBS	153,053	4,491
Legal and professional fees		5,980
TOTAL RESOURCES EXPENDED		172,811

NET INCOME FOR THE YEAR	28,098	- 1,004
TOTAL FUNDS BROUGHT FORWARD	51,992	52,996

TOTAL FUNDS CARRIED FORWARD

80,090

51,992

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INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2021

Independent examiner's report to the trustees of West Green Playgroup

I report on the accounts of the West Green Playgroup for the period ended 31 August 2021, which are set out on pages 1 to 5.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 seeking 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 statement below.

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 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



Name: Sara Graff
Relevant professional qualification or body: ACA ATII
Address: 28 Minchenden Crescent London N14 7EL
Date 10 June 2022