



## Trustees' Annual Report for the period

From 01/09/2020 (Period start date) To 31/08/2021 (Period end date)

Charity name: **ROBERTTOWN LANE PLAYGROUP**

Charity registration number: **1036372**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provision of quality pre-school facilities for children aged 2 to 5 years.
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	Enhancing the development and education of pre-school children by offering appropriate play, education, and care facilities.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Charity trustees provided with link to government web page regarding Charitable Purposes and Public Benefit

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

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	Continued with the main activities of the pre-school, providing quality term-time child care in the local community.

### 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		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Another difficult financial year, rebuilding child numbers after the impacts of Coronavirus. With the support of £11,154 in Local Government grants, Income exceeded Expenditure by £7,799, allowing the group to begin rebuilding Contingency funds.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Following Early Years Alliance guidelines, the pre-school aims to maintain a contingency to cover running costs for one full term plus statutory holiday and redundancy payments should pre-school need to close.
Amount of reserves held	Para 1.22	£19,792
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The efforts required to rebuild child numbers, and continually increasing costs make it every more challenging to maintain reserves and continue operating.

### 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	The charity's principal source of funds is income received from pre-school sessions including local council funded places and parent paid places. The main fundraising activity is the annual May Day Gala, however this has not taken place for the last 3 years due to Coronavirus.
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	Early Years Alliance 2011
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Early Years Alliance (EYA) Membership
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	Voted on 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	ROBERTTOWN LANE PLAYGROUP
Other name the charity uses	ROBERTTOWN LANE PRESCHOOL
Registered charity number	1036372

Charity's principal address	The Scout Hut, Roberttown Lane, Roberttown, LIVERSEDGE, West Yorkshire. WF15 7LY

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Gemma Ellis	Chair	From Oct2016 to present	
2	Dawn Calvert	Treasurer	From Apr2009 to present	
3	Janet Bolt	Staff Rep/Advisor	From Oct2010 to present	
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Corporate trustees - names of the directors at the date the report was approved

<b>Director name</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	


## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
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)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A
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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)**

D G Calvert

**Full name(s)**

Dawn G Calvert (Mrs)

**Position (eg  
Secretary, Chair, etc)**

Treasurer

**Date**

30/06/2020



**ROBERTTOWN LANE PRE-SCHOOL  
SUMMARY OF INCOME AND EXPENDITURE  
1 SEPTEMBER 2020 TO 31 AUGUST 2021  
CHARITY REGISTRATION NUMBER 1036372**

<u><b>INCOME</b></u>	<u><b>TOTAL</b></u>
KIRKLEES MBC FUNDING OF PLACES	27454.93
KIRKLEES 2YR BARRIER GRANT	0.00
INTEREST	0.00
MILK WELFARE PAYMENTS	214.00
FEES PAID NON-FUNDED CHILDREN & LUNCH CLUB	12346.58
FUND RAISING EVENTS	1890.89
OTHER INCOME	16138.01
<b>TOTAL INCOME</b>	<b>58044.41</b>
CASH IN HAND 31/08/2020	1990.72
CASH IN BANK 31/08/2020	10002.22
	<b>70,037.35</b>
<u><b>EXPENDITURE</b></u>	
WAGES	39401.39
TAX/NI	0.00
PENSION CONTRIBUTIONS	3577.25
RENT	3160.00
INSURANCE	744.79
MILK	318.96
PURCHASE OF EQUIPMENT	563.13
DAY TO DAY EXPENDITURE	583.56
SOFTWARE COSTS (incl Subscriptions)	646.16
STATIONERY COSTS	26.48
PHOTOGRAPHS	13.20
COURSE COSTS	-40.00
OUTDOOR PLAY	0.00
ACTIVITIES	598.54
FOOD	199.27
TELEPHONE & BROADBAND COSTS	452.14
Unallocated	0.00
<b>TOTAL EXPENDITURE</b>	<b>50244.87</b>
CASH IN HAND (OPERATIONAL) 31/08/2021	1525.61
CASH IN BANK (OPERATIONAL) 31/08/2021	18266.87
	<b>70,037.35</b>
<b>TOTAL INCOME less TOTAL EXPENDITURE</b>	<b>7799.54</b>



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

ROBERTTOWN LANE PRESCHOOL

**On accounts for the year  
ended**

31AUG2021

**Charity no  
(if any)**

1036372

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**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**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*M J Ansley*

**Date:**

*30/6/22*

**Name:**

*M J ANSLEY*

**Relevant professional qualification(s) or body (if any):**

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**Address:**


**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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