



Trustees' Annual Report for the period

From 01SEP2022 Period start date To 31AUG2023 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	The charity continues to rebuild in terms of child numbers and contingency funds following the impact of Coronavirus. The introduction of a separate Stay & Play session for parents with children aged 0-5 in AUG/SEP2021 has helped introduce and raise the awareness of the Pre-School.
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	£21,000
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 charity faces a continual challenge to maintain and increase child numbers, keep continually raising costs to a minimum, maintain reserves, and still deliver a high level of quality child care.

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. This is supported by fundraising events.
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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
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
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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

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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	19NOV2024	

**ROBERTTOWN LANE PRE-SCHOOL
SUMMARY OF INCOME AND EXPENDITURE
1 SEPTEMBER 2022 TO 31 AUGUST 2023
CHARITY REGISTRATION NUMBER 1036372**

<u>INCOME</u>	<u>TOTAL</u>
KIRKLEES MBC FUNDING OF PLACES	71977.13
KIRKLEES 2YR BARRIER GRANT	0.00
INTEREST	0.74
MILK WELFARE PAYMENTS	374.00
FEES PAID NON-FUNDED CHILDREN & LUNCH CLUB	18091.32
STAY & PLAY SESSIONS	885.00
FUND RAISING EVENTS	1227.88
OTHER INCOME	333.00
TOTAL INCOME	92889.07
CASH IN HAND 31/08/2022	3539.72
CASH IN BANK 31/08/2022	17428.63
	113,857.42

<u>EXPENDITURE</u>	
WAGES	59204.94
TAX/NI	1296.83
PENSION CONTRIBUTIONS	5706.09
RENT	5034.00
INSURANCE	783.14
MILK	374.00
PURCHASE OF EQUIPMENT	247.95
DAY TO DAY EXPENDITURE	1299.83
SOFTWARE COSTS (incl Subscriptions)	672.29
STATIONERY COSTS	133.07
PHOTOGRAPHS	34.45
COURSE COSTS	134.40
OUTDOOR PLAY	0.00
ACTIVITIES	1115.55
FOOD	424.08
TELEPHONE & BROADBAND COSTS	624.30
TOTAL EXPENDITURE	77084.92
CASH IN HAND 31/08/2023	518.33
CASH IN BANK 31/08/2023	36254.17
	113,857.42

TOTAL INCOME less TOTAL EXPENDITURE **15804.15**

