

## Trustees Report

Burma Court Playgroup continues to provide good quality care and education for pre-school children. The Playgroup was inspected by Ofsted in October 2018 and provision was judged to be 'Good'. The playgroup expects to be inspected again within the next 3 years.

The committee is encouraged that the playgroup ended the financial year with £83,155.50 in cash reserves, although there was a deficit over the prior 12 months (with £106,799.26 income and £99,974.76 in expenses.)

As of January 2022 we have employed a full time staff member with a Diploma in Childcare and Education, who shares the role of Deputy Manager and responsibilities include planning and covering for the Manager as and when needed. We plan to engage a part-time trainee later in 2023.

The playgroup continues to employ a full time Playgroup Manager. Her role includes staff management, EYFS curriculum, safeguarding and health and safety.

Capacity is monitored and maintained to ensure it is maximised and any unexpected changes are quickly resolved. The committee is encouraged to see that applications for children to join the playgroup have increased again after a lull in applications and decreased number of children attending during 2021. Modelling continues to be used to establish what balance of 2 and 3 year olds strikes the best balance for teacher / pupil vs income ratio.

In January 2023 fees for non-funded children increased in order to help cover increased operational and energy costs, as well as staff pay rises which came into effect in October 2022. Fees have increased to £5 per hour for 3+ years, and £6.50 per hour for 2 year olds, plus £5 for lunch club.

In June 2022 we held a Summer Fair and raised £2129 in donations which helped to pay for some new toys and equipment, as well as outings to a local theatre and Zoolab visit.

Three inset days were held for staff training during this financial year.

The Policies & Procedures are regularly updated, and a risk assessment for the charity was updated in 2020.

The continued financial health of the playgroup, following the addition of afternoon sessions in 2016-2017, has enabled the committee and management of the playgroup to set aside funds for unforeseen circumstances and for capital works.

This trustee annual report was approved on 31st January 2023, and signed on behalf of the board of trustees by:

Leigh Blount  
Playgroup Manager and Trustee

**Profit And Loss sheet Burma Court Pre-school**

**1st April. 2021 to 31st March 2022**

Profit and loss report

<b>INCOME</b>		<b>EXPENDITURE</b>	
Funding	£ 57,123.70	Wages	£ 70,104.42
Fees	£ 45,727.50	Rates	£ 306.00
Support Worker	£ -	Rent	£ 9,000.00
Donations	£ 1,005.00	HMRC	£ 14,234.32
Fundraising	£ 614.00	Utilities	£ 1,355.13
SCP	£ 175.00	Equipment	£ 109.20
Misc	£ 1,763.28	Resources	£ 1,105.35
Refunds	£ 385.73	Maintainan	£ 198.76
INTEREST	£ 5.05	Cleaning	£ 831.33
		Office	£ 397.04
		IT	£ 563.98
		Petty Cash	£ 32.71
		Misc	£ 1,736.52
Total	£ 106,799.26	TOTAL	£ 99,974.76
Profit/Loss			£ 6,824.50

Balance sheet

<b>ACCOUNTS</b> Opening cash position	76,331.00
Profit/loss	£ 6,824.50
Closing cash position	£ 83,155.50
BANK	
ACCOUNT	
Account 91086316	£ 33,027.27
Account 33072770	£ 50,128.23
TOTAL	£ 83,155.50
NOTE	
£ -	THE TWO GREEN NUMBERS SHOULD BE THE SAM



£ -

ME

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Burma Court Pre-school

On accounts for the year  
ended

31<sup>st</sup> March 2022

Charity no  
(if any)

1036944

Set out on pages

2

(remember to include the page numbers of additional sheets) <sup>2</sup>

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with 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 the 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 (other than that disclosed below \*)

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

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

Signed:

*Nicola Hooper*

Date:

01/02/2023

Name:

NICOLA HOOPER

Relevant professional

FMAAT

qualification(s) or body  
(if any):

--

Address:

21 CHERRY TREE CLOSE

EXETER

DEVON EX4 5AT

## Section B

### Disclosure

Only complete if the examiner needs to highlight material problems. (E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

**Give here brief details of any items that the examiner wishes to disclose.**