

**NEYLAND PLAYGROUP AND TODDLER CLUB
REGISTERED CHARITY NUMBER: 517667**

**53 HIGH STREET
NEYLAND
MILFORD HAVEN
PEMBROKESHIRE
SA73 1TE**

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020

**EVENS & CO LTD
CHARTERED ACCOUNTANTS**

**Hamilton House
Hamilton Terrace
Milford Haven
Pembrokeshire
SA73 3JP**

NEYLAND PLAYGROUP AND TODDLER CLUB
REGISTERED CHARITY NUMBER: 517667

TRUSTEES Ms M Blakemore
Mrs B Sutton
Mrs A Dando
Mrs C Rice
Mrs M Covel
Miss C Slogett

REGISTERED OFFICE Neyland Playgroup
The Old College
St Clements Road
Neyland
Pembrokeshire
SA73 1SH

REGISTERED NUMBER 517667

ACCOUNTANTS Evens & Co Ltd
Hamilton House
Hamilton Terrace
Milford Haven
Pembrokeshire
SA73 3JP

ANNUAL REPORT AND UNAUDITED ACCOUNTS – 31 AUGUST 2020

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**NEYLAND PLAYGROUP AND TODDLER CLUB
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**TRUSTEES ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2020**

The trustees present their report with the financial statements of the charity for the year ended 31 August 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities' (FRS 102).

TRUSTEES

The trustees in office in the year were as follows:

Ms M Blakemore
Mrs B Sutton
Mrs A Dando
Mrs C Rice
Mrs M Covell
Miss C Slogett

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. Trustees are appointed or re-appointed at the Annual General Meeting each year.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES, ACTIVITIES AND ACHIEVEMENTS

Neyland Playgroup aims to provide safe and satisfying group play in which parents/carers have a right to take part. The playgroup encourages parents/carers to understand the needs of their children. The playgroup provides a warm, safe and stimulating environment for children aged 2-3 years to play in. The emphasis is on learning through play, developing social, physical, intellectual and creative skills as well as knowledge and understanding of the world. Children are encouraged to participate in all activities, choices and experiences for the age and stage of development of each child in our care.

The main achievement of the year is receiving a gold award from Design-2-Smile for toothbrushing with the children in the setting and promoting dental hygiene and awareness. We continue to update and complete reassessments for the Healthy and Sustainable Pre-School Scheme which is part of the Welsh Government Healthy Schools Initiative. The setting now promotes the health and wellbeing of the children, parents and staff in the setting. This includes providing healthy snacks for the children, providing a safe and sustainable environment, getting the children involved in more physical activities and play and promoting workplace health and wellbeing. By adopting good work practice the setting has a happy, healthy and productive workforce with little or no absence. A member of staff has completed her CCLD Level 3 course. Another member of staff has achieved a BA in Early Years Education and Care: Early Years Practitioner Status with First Class Honours. Another member of staff has completed CCLD Level 3 Extended Diploma and now enrolled on the BA Early Years Education and Care: Early Years Practitioner Status with Trinity Carmarthen. All staff have completed online Level 1 Safeguarding and Prevent Training.

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**TRUSTEES ANNUAL REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2020**

Supervisors have completed Level 2 Safeguarding. Due to Covid-19 lockdown in March the setting closed until September 2020. During that time staff completed many online courses to continue their CPD. Due to Covid-19 the setting has now had to reduce the amount of toys and resources available to the children and move equipment to create more open space. We continue to follow guidance from Welsh Government.

FINANCIAL REVIEW

The playgroup generated a surplus during the year of £3,128 (2019 - £6,706). The playgroup have set aside £8,000 to cover staff redundancies if the need ever arises, £1,500 to cover increases in rent from Pembrokeshire County Council, £1,500 to replace equipment furniture and toys and further funds to cover for increases in insurances and pension contributions.

RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

Signed on behalf of the board of the trustees

Melanie Blakemore
MELANIE BLAKEMORE
22.03.2021

Mrs B. Griffiths

B. Griffiths
Approved by the board:

NEYLAND PLAYGROUP AND TODDLER CLUB
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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
NEYLAND PLAYGROUP AND TODDLER CLUB

We report on the accounts of Neyland Playgroup and Toddler Club for the year ended 31 August 2020, which are set out on pages 4 to 6.

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.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 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.



Evans & Co Ltd
Chartered Accountants
Hamilton House
Hamilton Terrace
Milford Haven
Pembrokeshire
SA73 3JP

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INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2020

	2020	2019
	£	£
Income		
Fees	1,934	4,553
Flying Start Funding	53,892	42,573
Interest Received	17	17
	-----	-----
Total Income	55,843	47,143
	-----	-----
Expenses:		
Wages	46,005	34,469
Subscriptions	123	75
Rent	2,000	2,000
Insurance	607	666
Refreshments	478	615
Telephone & Stamps	83	141
Equipment	2,053	1,216
Accountancy Fees	490	490
Miscellaneous	457	239
Professional Fees	419	526
	-----	-----
Total Expenses	52,715	40,437
	-----	-----
Surplus for the year	3,128	6,706
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**NEYLAND PLAYGROUP AND TODDLER CLUB
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**BALANCE SHEET
YEAR ENDED 31 AUGUST 2020**

	2020	2019
	£	£
MONETARY ASSETS		
Cash at Bank	33,426	29,780
Cash in Hand	90	90
	-----	-----
Total Monetary Assets	33,516	29,870
 CURRENT LIABILITIES		
Sundry Creditors & Accruals	(1,186)	(668)
	-----	-----
Net Assets	32,330	29,202
	-----	-----
 PLAYGROUP FUNDS		
Balance brought forward 1 September 2019	29,202	22,496
Surplus for the year	3128	6,706
	-----	-----
Balance carried forward 31 August 2020	32,330	29,202
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The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

M. Blakemore
MELANIE BLAKEMORE

22.03.2021
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Mrs B. Griffiths
Playgroup Leader

B. Griffiths

Charity Registration Number: 517667

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**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2020**

1. ACCOUNTING POLICIES

Basis of accounting

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards.

Income and Donations

Income and donations are accounted for when received and credited to the organisation's bank account.