



Kilmood Playgroup

TRUSTEE'S ANNUAL REPORT
FINANCIAL YEAR 1ST SEPTEMBER 2023 – 31ST AUGUST 2024
CHARITY COMMISSION NO: NIC 101397

Our Vision

At Kilmood Playgroup we ensure that Safeguarding reflects our Policy as well as current legislation and guidance. We aim to promote healthy lifestyles and priority is given to wellbeing of children, staff, and families.

We use teaching strategies based on children's learning needs and provide a wide range of opportunities and resources to motivate, support, challenge and scaffold children's learning and development.

All children are treated equally, and we value each child as an individual, and aim to help them develop self-confidence, resilience, and a sense of achievement.

Parents are valued as their child's first educators and are viewed as active partners of the playgroup.

Principles

Being a committed provider of equal opportunities, we support the local community by providing access to our Group regardless of race, religion, disability, linguistic need, sexual orientations, gender or age. Kilmood Playgroup will ensure the setting is genuinely accessible to all children and families from all sections of the local communities.

Aims

Children to:

- Learn and develop through play
- Grow in self-confidence, experience success and thus develop a good self image.
- Develop at their own rate through challenging, progressive play.
- Learn to play co-operatively and share with others.
- Communicate thoughts, ideas and feeling clearly to both adults and children.
- Deepen and lengthen concentration through their natural spontaneous curiosity and interests.
- Choose and explore a wide range of materials which allow them to express themselves appropriately and creatively.
- Share in the wonder and excitement created by books, stories, songs, rhymes, music and the natural environment, construction, art, drama etc.
- Appreciate and practice social skills and learning to care for others.
- Enjoy the satisfaction of work well done and share this with their parents/carers.

Values

- Young children are entitled to their childhood.
- All children are treated equally.
- As well as the primary needs, the need for acceptance, love, approval, encouragement and security are crucial to the development of the young child and to the promotion of a good self-image.
- Parents/carers are valued as their children's first educators and are viewed as active partners of the playgroup staff.
- It is in the nature of the young child to be active. Purposeful and structured play is vital to all aspects of his/her development.
- The child's past experiences, individual attributes and abilities should be recognised, accepted and built upon.

Purpose:

Our Group is established to promote play based learning environments for all children aged 2 years 10 months to statutory school age (beneficiaries) of Kilmood and its surrounding environs in County Down (area of benefit) without distinction of age, gender, marital status, disability, sexual orientation, nationality, ethnic identity, political or religious opinion, by associating the statutory authorities, community and voluntary organisations and the inhabitants in common effort to advance education and in particular:

- To advance the education of the beneficiaries by the provision of safe and satisfying play, with the right of parents/carers and other interested people in the community to take responsibility for and to become involved in the activities of the group; and to promote the preservation of health and well-being of the beneficiaries
- To encourage parents/carers and staff avail of training, to gain a wider knowledge of the development and social needs and behaviours of children so that they can tailor their care and educational programme according to the unique needs of every child

PUBLIC BENEFIT:

Direct benefits that flow for our 'Purpose' include:

- Preparation of each child for primary education
- Mastering the basic skills of expression, communication, problem solving, early mathematics, creativity, knowledge of the world around us, experimentation and exploration and physical development
- The ability to relate to other children and adults

These benefits are evidenced through:

- Interviews where there is a two-way sharing of information between staff and parents/carers, where staff observation and progress reports are used to inform parents/carers
- Parental questionnaires to gain the opinion of parents/carers

STRUCTURE OF KILMOOD PLAYGROUP:

Management Committee:

During school year 2023/24, our management committee consisted of 12 members who were elected at our Annual General Meeting. Chairperson, Secretary and Treasurer being honorary members.

Below is a list of our members for 2023/24:

- Chair Person:
 - Rosemary Osborne
- Secretary:
 - Alex Patterson
- Treasurer:
 - Maxine Taylor

- Other elected members:
 - Stephanie Gill
 - Richard Young
 - Annje McKeag
 - Lou-Ellen Maxwell
 - Michael Mitchell
 - Catherine Kerr
 - Connor Minnis
 - Emma Stewart
 - Helen Robinson

Staff Members:

- Leader in Charge
 - Anne Dempster

- Deputy Leader
 - Elizabeth Gibson (resigned May 24)
 - Tanya Dickson (in absence of E Gibson)

- Assistant Leaders:
 - Alison Gibson
 - Tanya Dickson
 - Lindsay Brown
 - Julie Gibson
 - Cathy Torbitt

The Committee of Kilmoor Playgroup greatly appreciates the seriousness of maintaining effective financial management to safeguard the smooth operational status of such a valued community playgroup. To support the management of the committee, two main policies are in place, which are paramount:

- i) Reserves Policy
- ii) Fundraising Policy

Reserves Policy

It states:

The management committee have set a reserves policy which requires:

- Reserves be maintained at a level of £22,000, which ensures that the core activity of Kilmoor Playgroup could continue during a period of unforeseen difficulty
- A proportion of reserves be maintained in a readily realisable form
- The calculation of the required level of reserves is an integral part of the planning, budget and forecast cycle

It takes into account:

- Risks associated with each stream of income and expenditure being different from that budgeted
- Planned activity level
- Kilmoor Playgroup's commitments to beneficiaries

Fundraising Policy:

Fundraising is an integral part of Kilmoor playgroup. It supports the overall development of the setting and is an integral part of our financial planning. Fundraising allows us to keep our fees to a minimum and enables us to make our playgroup accessible to all children.

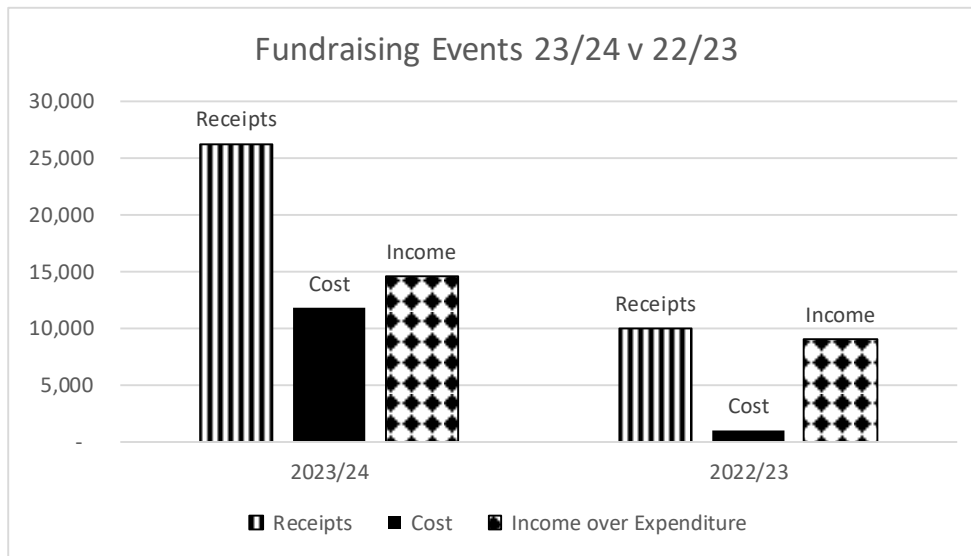
The setting has implemented a fundraising policy to ensure committee members and staff have the appropriate authority to exercise powers and carry out certain actions for which they are personally accountable when they are dealing with fundraising. It is the responsibility of the management team and delegated staff to ensure that fundraising is in line with policies and procedures and promotes the aims and values of the setting.

The management team is accountable for all funds raised and for ensuring that the setting can respond appropriately to any additional funding requirements.

The management team will ensure that:

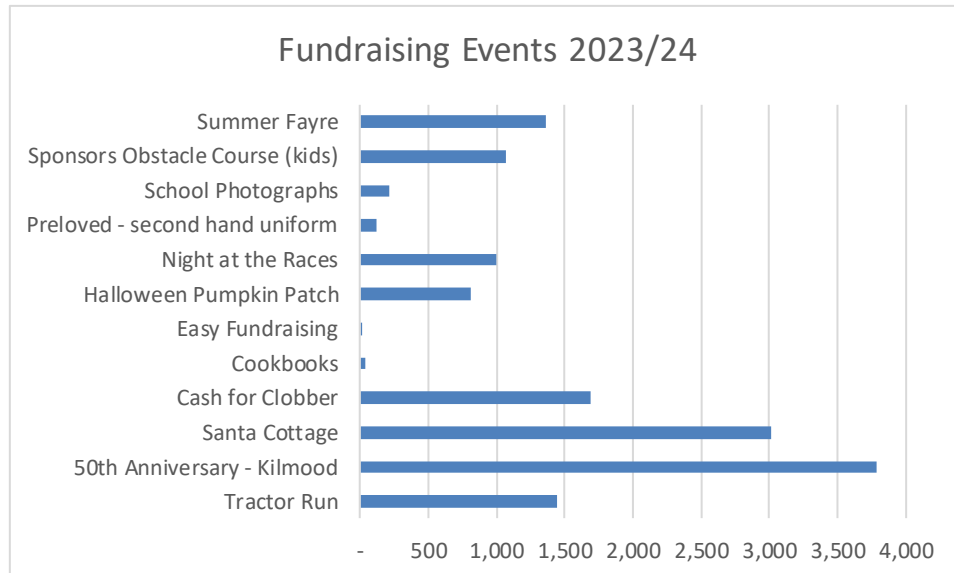
- At all times the setting will adhere to the Charity Commission guidelines on collection of monies in the setting
- Through the committee the setting will organise a number of fundraising events throughout the year and apply to other sources of funding, eg; Awards for All etc
- The setting will encourage all the parents/carers, staff and local community to support us in our fundraising efforts

Fundraising Activities arranged by our Committee and Staff members:



Accumulated gross receipts generated from fundraising activities throughout this school year were £26,302 increase of £16,313 from last year (£9,989 - 22/23). This dramatical rise related to the celebration event of Kilmoor Playgroup's 50th anniversary and the re-introduction of our Tractor Run community initiative in partnership with Killinchy Young Farmers. Naturally our costs also grew from £996 to £11,753. Very pleasing to see our net fundraising resulted in £14,549 compared to last year £8,993. Further details below.

Snapshot of Net Fundraising Events 2023/24 (ie income less costs)



Fundraising Events:

This school year has been a whirlwind of successful fundraising events! Here's a summary of our accomplishments:

Halloween Pumpkin Patch: A new event that braved the rain and raised an impressive £810.50.

Santa Cottage Weekend: Tickets sold out in 24 hours! Special thanks to Michael & Connor who worked tirelessly managing the bookings. The event, complete with activities and Mabel's Coffee, raised a fantastic £3009.

The two-day event seen families visit Santa over in the cottage and take part in activities in the hall which was seasonally decorated. We also had the addition of Mabel's Coffee this year which was a great hit.

Night at the Races: Despite a few hiccups, this first-time event was a fun night and raised a respectable £1000.

50th Anniversary Dinner: Held at the Clandeboye Lodge Hotel, this celebration, with its cake, displays, band, photobooth, ballot and auction, raised an outstanding £3790. Everyone danced the night away. Huge thanks to our local businesses and families who kindly donated beautiful gifts for our ballot

Sponsored Obstacle Course: The children's efforts raised a brilliant £1,070. Our children thoroughly enjoyed themselves climbing, rolling and jumping over the obstacle course having so much fun and at the same time raising much needed funds to support the running costs of our playgroup.

Classic Vehicle and Tractor Run (joint fundraiser): With 130 vehicles participating, this community event, in partnership with Killinchy Young Farmers, generated gross receipts of £3,695 before costs. Net receipts were split equally between the two groups.

Summer Fayre & Birthday Celebrations: Our families enjoyed a range of activities, including stalls, games, an obstacle course, a pedal tractor track, a rhyme and find, cream teas, and a BBQ. The children's 50th-anniversary artwork was also on display. Huge thanks to all our volunteers, bakers, and donations – very much appreciated. Fantastic net receipts £1,358.

Other smaller fundraising activities:

School Photographs: £206

Pre-loved Uniforms: £114

Cookery Book: £35

Easy Fundraising: £16

Cash for Clobber Bin: Families and neighbours continued to support our Cash for Clobber initiative from spring cleaning their wardrobes. A consistent source of funds, raising £1,695.

Overall, this has been an incredibly successful fundraising year!

Grant Applications:

All grants applied and received in 2023/24 were treated as 'restricted' income ie funds that can only be utilised for the purpose for which the grants were applied/intended for.

It is confirmed that funds were used for their intended purpose.

Restricted Funds - £2,267 - consisted of the following:

- Childcare Partnership - £1,607– minor refurbishment. 8 x radiator covers were purchased and installed to enhance the safety of our children
- Getting Ready to Learn initiative: £660 – to provide children with home lending resources

FINANCES:

As of 31st August 2024, financial accounts for Kilmoor Playgroup reported a total receipt income of £107,307 (Aug 2023 £84,433) and total payments of £106,828 (Aug 2023 £86,149). School year 2023/24 has resulted in a breakeven situation (immaterial yearly balance of £479) when compared to last year a negative yearly balance was report of -£1,716 due to the continued aftermath of COVID.

Bank Balance at 31st August 2024 £34,023.

As of 31st August 24, there were no outstanding debts owed by Kilmoor to any other suppliers/providers of service.

Receipts:

Receipts during this school year totalled £107,307 (£84,433 22/23) this is an increase of 27% ie: £22,874. There were 3 main elements which contributed to this significant uplift in receipts.

1. Fundraising Receipts – as explained on pages 8 to 10 above, a staggering increase of £16,313 when comparing this year £26,302 to last year £9,989.
2. Charitable trading receipts – a yearly increase of 14% ie: £9,131. In 2022/23 £67,359 v £76,490 2023/24. This £9,131 refers to:
 - a. £7,223 received to cover SEN staff payroll.
 - b. A receipt of £2,600 from EA re Non-Consolidated Funding.
 - c. Education Authority – PEGS – additional £1,274 on last year £2,101 per child 22/23 which rose to £2,150 per child 23/24
 - d. Afternoon session fees - 2023/24 was noticeably a low birth rate year – it is thought that COVID affected this statistic – this impacted on income stream from afternoon fees which dropped down by £1,971 when compared to previous year
3. Grants – reduction in grant applications from £5,512 last year down to £2,267 this year. This was due to availability of COVID related grants in 22/23.

Expenditure:

Accumulated Expenditure this year totalled £106,828 of which £2,267 represented spend associated with restricted grant funding. Looking back to last year 22/23 overall spend was £86,149. Inflated costs between these two years of £20,679 ie 24% was due to reduction in some areas offset by inflation in the following two categories:

1. Direct Charitable Activity – rise of £12,385
 - a. Staff salaries – jump of £10,298 in 23/24 (£72,810 v £62,512) additional staff member re SEN child – this payroll was funded as referenced in receipts 2a above. National Minimum Wage also influenced the increase in salaries as it grew from April 23 £10.42 per hour to £11.44 in April 24.
2. Cost of Fundraising Activities – increase of £11,752
 - a. Our two large fundraising events – 50th Anniversary and Tractor Run in partnership with Killinchy Young Farmers had considerable associated costs – these totalled almost £10k however they proved to be worthwhile events with the level of income they produced – see above fundraising section

TO CONCLUDE:

This has been another successful year for the Committee and Staff of Kilmoor Playgroup as we have fully complied with our financial obligations in compliance with our Fundraising and Reserves policies. Our year end bank balance of £34,023 shows that we have exceeded our Reserve threshold limit of £22,000 by £12,023. We are pleased to confirm that Kilmoor Playgroup is well equipped to continue with its core activity and should be able to uphold its operations during a period of unforeseen difficulty should it arise.

Signed by: <i>M Taylor</i>
Maxine Taylor, Treasurer of Kilmoor Playgroup, MIATI
Dated: 07.02.25

OFFICIAL ADDRESS:

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