



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name Four Oaks Pre-school Playgroup

Other names charity is known by

Registered charity number (if any) 1041584

Charity's principal address c/o Four Oaks Primary School
Edge Hill Road
Sutton Coldfield
Postcode B74 4PA

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	Julia Rowley	Chair		
2	Brenda Mullan	Charity contact		
3	Laura Phillips	Treasurer		
4	Laura-Jayne Balli	Secretary		
5	Tanzeela Mehjabeen			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	A body associated with the Preschool Playgroup
Trustee selection methods (eg. appointed by, elected by)	Elections take place at our AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity is in the process of converting from an unincorporated association to a Charitable Incorporated Organisation. This will result in the closure of this charity and assets transferred to the new CIO, which will be called 'Four Oaks Pre-School'. This was voted on by members of the charity at a meeting on 19th October 2020 and is expected to be completed by 31 August 2022.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Providing play facilities, together with continued encouragement for parents to become involved in the activities of the Pre-school, ensuring opportunities for all children regardless of race, culture, religion & background.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Our playgroup is committed to offering a safe and caring environment within which our children can thrive. Each child regardless of race, culture, religious beliefs or special needs is encouraged to develop individually enabling them to achieve independent social and emotional skills, intellectual skills, language skills and physical skills as they embark on the foundation stage of their education.

All monies generated by our many fundraising activities are ploughed back into playgroup for the benefit of the children. Parents are encouraged to participate in their child's education at playgroup, ensuring that the development process continues in the home environment.

All staff regularly attend training courses to keep them up-to-date with modern teaching techniques and requirements with which to stimulate and further develop our children.

Section E

Financial review

Brief statement of the charity's policy on reserves

Playgroup is a non-profit organisation – we do, however, try to maintain a reserve of at least six months wages in our savings account as an emergency fund for times when playgroup pupil intake is low.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Laura Phillips

Full name(s)

Laura Phillips

Position (eg Secretary, Chair, etc)

Treasurer

Date

26 May 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Four Oaks Pre-school Playgroup

No (if any)
1041584

Receipts and payments accounts

CC16a

For the period from	Period start date 01/09/2020	To	Period end date 31/08/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees and council funding	95,732	-	-	95,732	70,155
Bank interest	4	-	-	4	18
Fundraising	-	-	-	-	4,724
Other	-	-	-	-	431
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	95,736	-	-	95,736	75,328
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	95,736	-	-	95,736	75,328
A3 Payments					
Wages and staff costs	73,011	-	-	73,011	67,978
Repairs/New Equipment	15,071	-	-	15,071	6,000
Rent	478	-	-	478	329
Consulting	2,447	-	-	2,447	-
Other	5,757	-	-	5,757	5,961
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	96,764	-	-	96,764	80,268
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	96,764	-	-	96,764	80,268
Net of receipts/(payments)	- 1,028	-	-	- 1,028	- 4,940
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	93,330	-	-	93,330	98,270
Cash funds this year end	92,302	-	-	92,302	93,330

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Savings Account	42,302	-	
	Current Account	50,000	-	
			-	
	Total cash funds	92,302	-	
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Laura Phillips	Laura Phillips	08/05/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiners'
report on the accounts

Section A Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Four Oaks Pre-School Playgroup

On accounts for the year
ended

31 August 2021

Charity no
(if any)

1041584

Set out on pages

1 & 2 of form CC16a

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

Date:

26-5-22

Name:

KRISTINA DATTANI

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

QBE Accountant

Address:

11 BOWMAN LANE

SUTTON COLDFIELD

B37 4 393

Only complete if the examiner needs to highlight 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.

15/11/18