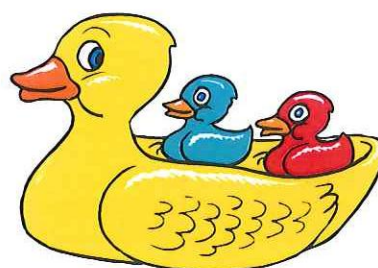

Minster Lovell Playgroup
Financial Accounts
for the Year Ended 31 March 2019



Minster Lovell Playgroup

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Minster Lovell Playgroup

Trustees' Annual Report

For the period ended

31 March 2019

Section A - Reference and administration details

Charity Name

Minster Lovell Playgroup

Registered Charity No

1133956

Charity's principal address

St Kenelms School Grounds

Wenrisc Drive

Minster Lovell

Oxon

Postcode

OX29 0SP

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	MISS Arabella Souch ACMA	Treasurer	N/A	N/A
2	MRS Roisin Collins	Secretary	N/A	N/A
3	MRS Lucy Abraham	Chair	N/A	N/A
4	MRS Kelly Smith	Vice Chair	N/A	N/A
5	MRS Sally Barlow	Non Post Holder	Nov-18	N/A
6	MISS Lisa Pittick	Non Post Holder	N/A	N/A

Section B - Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Pre-school

Trustee selection methods

Elected by

Section C - Objectives and activities

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 and by:

(a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability

(b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas

(c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

Section D - Achievements and performance

The Playgroup currently operates its services from a Portakabin in St Kenelms School Grounds, Minster Lovell. The portakabin is maintained throughout the year to ensure the Playgroup maximises its useful economic life.

Minster Lovell Playgroup

Trustees' Annual Report

Details of Fundraising undertaken during the year can be found in Section 2 of the Notes on Page 6.

Section E - Financial Review

The Receipts and Payments account for the Year ended 31 March 2019 showed that Minster Lovell Playgroup had an excess of Expenditure over Income of £3,505. This includes the new Play Equipment, which amounted to £767 for the year.

The Playgroup showed an Excess of Expenditure over Income on "Normal" activities of £2,737.

This is predominantly down to a decrease in numbers, with Fee Income decreasing by 16.6%

Overall, Total Funds available at the Year end amount to £22,019.

The Playgroup continues to run Lunch Club which has contributed £913 to income during the year.

Fundraising will continue to be ongoing, to raise funds for more equipment and other activities for the benefit of the current and future Playgroup children.

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



Full Name

ARABELLA SOUTH ACHA

Position

TREASURER

Date

02/01/2020

Minster Lovell Playgroup

Independent Examiner's Report

Report to the trustees / members of	Minster Lovell Playgroup
On accounts for the year ended	31 March 2019
Charity No	1133956
Set out on pages	4-7

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 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 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 and "true & 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

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Signed

C. Swietalski

Date

02 JAN 20

Name

CHRISTINE SWIETALSKI

Relevant professional qualification(s) or body

FCCA

Address

89 BURWELL MEADOW
WITNEY
OXON
OX28 5JG

Minster Lovell Playgroup

Receipts and Payments Account for the Year Ended 31 March 2019

	Note	2019	2018
		£	£
Income			
Unrestricted Income			
Fees & Vouchers		33,689	40,415
Gift Aid		54	186
Milk Receipts		57	107
Fund Raising	2	2,032	2,285
Bank Interest		1	1
Lunch Club Takings		913	1,132
		<u>36,746</u>	<u>44,126</u>
Total Income		36,746	44,126
Unrestricted Expenditure			
Wages and Salaries		32,010	33,889
Fund Raising Costs	2	666	694
Playgroup Costs	3	2,137	3,645
Premises Costs	4	3,845	3,909
Administration	5	825	1,270
		<u>39,483</u>	<u>43,407</u>
Total Expenditure		39,483	43,407
Net Excess of Expenditure over Income / Income over Expenditure - Normal Activities		<u>(2,737)</u>	<u>719</u>
Exceptional Items - Outside Equipment		<u>767</u>	<u>600</u>
Overall Net Excess of Expenditure over Income / Income over Expenditure		<u>(3,505)</u>	<u>119</u>

Minster Lovell Playgroup

Assets & Liabilities at 31 March 2019

	2019		2018
	£	£	£
Current Assets			
Cash at Bank and in Hand	<u>22,019</u>		<u>25,524</u>
Current Liabilities	-		-
Net Assets	<u><u>22,019</u></u>		<u><u>25,524</u></u>
Represented by:			
Capital Account			
Brought Forward	25,524		25,405
Net Surplus for the Year	(3,505)		119
Carried Forward	<u><u>22,019</u></u>		<u><u>25,524</u></u>

Minster Lovell Playgroup

Notes to the accounts for the Year Ended 31 March 2019

1 Accounting Policies

Basis of Preparation

The accounts have been prepared under the historical cost convention, and in accordance with the regulations set out by the Charity Commission. The Income threshold for Minster Lovell Playgroup allows the accounts to be prepared using the Receipts and Payments Accounts basis.

Fees are shown as income when received

Grants are shown when income is received

Equipment used on an ongoing basis is shown as an expense

2 Fund Raising

	2019			2018
	Income	Expense	Net	Net
	£	£	£	£
Bingo	648	0	648	601
Xmas Raffle	84	6	78	106
Summer Hamper	0	0	0	115
Village Day Tombola	117	0	117	93
Lottery's	102	0	102	205
Photo's	453	381	72	0
Scholastic	279	279	0	0
Scoot / Walk	349	0	349	471
Total	2,032	666	1,366	1,591

3 Playgroup Costs

	2019	2018
	£	£
Equipment	513	979
Drinks and Biscuits/Fruit	522	591
Outings	140	151
Training Course	30	495
PQS Sports Club	0	600
Other (including PLA Insurance)	932	829
Total	2,137	3,645

Minster Lovell Playgroup

Notes to the accounts for the Year Ended 31 March 2019

4 Premises Costs

	2019	2018
	£	£
Heating and Lighting	780	780
Insurance (Buildings)	471	471
Cleaning & Materials	2,044	2,078
Repairs and Maintenance	400	430
Building Lease	150	150
Total	<u>3,845</u>	<u>3,909</u>

5 Administration Costs

	2019	2018
	£	£
Postage, Stationery and Telephone	705	848
Subscriptions	50	50
Auto Enrolment Fees	0	300
Accountancy Fees	70	72
Total	<u>825</u>	<u>1,270</u>