

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	1	August	2019		31	July	2020

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Stableroom Playgroup

SC0011063

Colinton Parish Church

Dell Road

Edinburgh

Postcode EH13 0JR

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

The playgroup is a charitable unincorporated association and the purpose and administration arrangements are set out in our constitution, which has been accepted at our AGM.

Trustee recruitment and appointment

All Trustees are parents who are appointed via election by the members at our Annual General Meeting or at committee meetings during the year, as necessary.

Objectives and activities

Charitable purposes

The aim of the group is to promote the aims of Early Years Scotland which are to advance the education of pre-school children with the emphasis on play experience, so that they may take a constructive place in the community and also to advance the education of their parents and other appropriate persons.

Summary of the main activities in relation to these objects

The Stableroom Playgroup operates to provide quality care and education for children aged 2-5 years old, three mornings a week. The Playgroup is run on a committee basis with four office bearers. Committee meetings are held monthly to provide updates and discuss issues. At least one staff member, usually the Playgroup leader, attends these meetings which are called "Parent Meetings" and all are welcome.

The playgroup has continued to provide an excellent setting for the children to attend. We had a successful year of fundraising, with the annual Mulled Wine Evening, and a variety of home-based events during the covid-19 enforced lockdown.

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

A brief overview of this year's finances is found in the OSCR Receipts and Payments accounts document. This is to be finalised by Treasurer and independently examined at a cost of £130

The position at the end of the financial year was a surplus of £881, this compares to a net deficit of £2,697 in previous year.

At the end of the financial year our combined bank balance was £5,875. This sum will go some way in covering the running costs of the playgroup for three months, plus staff redundancy (as recommended by Early Years Scotland), if the playgroup should ever have to close down. It is not as high as we would like it to be, especially as it includes a recently received grant from Edinburgh City Council of £2,953 for the purchase of materials as well as some prepaid fees for the coming year. It does leave us in an acceptable position, given the extraordinary year we have had.

The playgroup current account had a total of £25,349 paid in from 1st August 2019 to the 31st July 2020. Of the total income, £12,475 was from nursery fees. Due to the Covid-19 challenges, the fee income was down drastically compared to last year when it was £18,266. Luckily, we were able to use the government furlough scheme, through which we received £4,043.

The remainder of the income came from fundraising (see detailed fundraiser report), a regular grant from Edinburgh City Council (as mentioned before) and a special Covid-19 donation from the Corra foundation (Third Party Resilience Fund).

Financial review

Brief statement of the charity's policy on reserves

The playgroup has reserves of £5,875.00 (minus £130 liability for IE fee). This includes a grant of £2,953.00 received from Edinburgh Council, earmarked for spending on equipment for the playgroup. We aim to have reserves to cover three months running costs, as well as redundancy payments for staff. This is in line with Early Years Scotland guidelines.

Details of any deficit

Donated facilities and services (if any)

Parents have been very generous with their time, volunteering daily to prepare snack.

Staff and parents have again generously given their time at fundraising events.

Other optional information**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (e.g. Chair)

Chair Person

Treasurer

Date

01/03/2021

01/03/2021

Stableroom Playgroup

SC011063



Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	August	2019		31	July	2020

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	960				960	500
Legacies					-	-
Grants	4,043	2,953			6,996	3,000
Receipts from fundraising activities	4,386				4,386	2,931
Gross trading receipts	12,475				12,475	18,266
Income from investments other than land and buildings	2				2	4
Rents from land & buildings					-	-
Gross receipts from other charitable activities	530				530	601
A1 Sub total	22,396	2,953	-	-	25,349	25,302
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	22,396	2,953	-	-	25,349	25,302
A3 Payments						
Expenses for fundraising activities	200				200	40
Gross trading payments					-	-
Investment management costs					-	-
Payments relating directly to charitable activities	24,169				24,169	27,859
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination	100				100	100
Preparation of annual accounts					-	-
Legal costs					-	-
A3 Sub total	24,469	-	-	-	24,469	27,999
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
A4 Sub total	-	-	-	-	-	-
Total payments	24,469	-	-	-	24,469	27,999
Net receipts / (payments)	(2,072)	2,953	-	-	881	(2,697)
A5 Transfers to / (from) funds						
Surplus / (deficit) for year	(2,072)	2,953	-	-	881	(2,697)

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	4,994				4,994	7,691
	Surplus / (deficit) shown on receipts and payments account	(2,072)	2,953			881	(2,697)
						-	
						-	
	Cash and bank balances at end of year	2,922	2,953	-	-	5,875	4,994
(Agree balances with receipts and payments account(s))							

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities	Independent Examiners Fee		130	100
		Total	130	100

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

11/3/21
11/3/21

C1 Nature and purpose of funds
(may be stated on analysis of funds worksheets)

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
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If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
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[illegible]

Stableroom Playgroup

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Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Corra Foundation	960				960	
HSBC					-	250
RBS					-	250
					-	-
Total	960	-	-	-	960	500

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
City of Edinburgh Council		2,953	2,953	3,000
HMRC - furlough Support	4,043		4,043	-
			-	-
			-	-
Total	4,043	2,953	6,996	3,000

reference

reference

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Toddler Group	530				530	601
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
Total	530	-	-	-	530	601

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Salaries and payroll administration	18,535				18,535	21,168
Rent	1,493				1,493	1,089
Milk					-	21
Agency Staff	204				204	2,548
Supplies	3,342				3,342	1,971
Phone					-	185
Subs and Insurance and fees	595				595	677
Staff training					-	200
					-	-
					-	-
Total	24,169	-	-	-	24,169	27,859

reference error

reference error

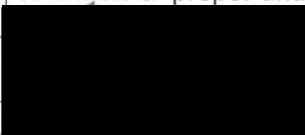
Additional analysis (2)

5 Break-down of unrestricted funds

	Unrestricted fund 1 - prior period of fund balance	Unrestricted fund 2 - prior period of fund balance	Unrestricted fund 3 - prior period of fund balance	Unrestricted fund 4 - prior period of fund balance	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
					cross ref error	
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
					cross ref error	
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
					cross ref error	

Nature and purpose of funds

Stableroom Playgroup

Independent Examiner's Report on the Accounts	
Report to the trustees/members of	Stableroom Playgroup
Registered charity number	SC011063
On the accounts of the charity for the year ended	31 st July 2020
Respective responsibilities of trustees and examiner	The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act') and the Charities Accounts (Scotland) Regulations 2006(as amended) ('the 2006 regulations') The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 2005 Act and to state whether particular matters have come to my attention.
Basis of independent examiner's statement	My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 seeks 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, I do not express an audit opinion on the accounts.
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention :</p> <p>1. which gives me reasonable cause to believe that in any material respect the requirements:</p> <ul style="list-style-type: none"> • to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and • to prepare accounts with accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or <p>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be</p>
Signed:	<div style="display: flex; justify-content: space-between;"> <div style="width: 50%;">  </div> <div style="width: 40%;"> Date: 6th March 2021 </div> </div>
Name	
Relevant professional qualification	Associate member of : Association of Charity Independent Examiners (ACIE)
Address:	