

1030706

WESTFIELD COMMUNITY PLAYGROUP**ACCOUNTS FOR THE YEAR ENDED 31st JULY 2003****1 Receipts & Payment Account (General Purpose Fund)**

<u>Income Receipts</u>	<u>2002/03</u>	<u>2001/02</u>
Voluntary Source		
Fees	1592	1874
Child Education Grant	26959	23450
Milk Refund	728	544
Fundraising	687	659
Presents/Donations	232	90
Trading Activities		
Sale of Photographs	651	606
Sale of Pens	0	3
Sale of Tea Towels	28	304
Sale of Woven Labels	32	0
Income from Assets		
Bank Account Interest	<u>720</u>	<u>486</u>
	31629	28015
Miscellaneous Receipts		
Tax Credit	0	4851
Stakeholder Pension Payroll Deductions	390	260
Sale of Goods	51	2
School Outing	313	406
Toddlers Xmas Gifts	3	5
PSLA insurance costs contribution	<u>0</u>	<u>27</u>
Total Receipts for Year	<u>32386</u>	<u>33565</u>

Page 1



2 <u>Payments</u>	<u>2002/03</u>	<u>2001/02</u>
Direct Charitable Expenditure		
Wages	17147	15724
Pension Contributions	330	240
Subscription/Insurance	1335	1148
Milk	437	377
Waste Disposal	175	107
Refreshments	565	575
Consumables	682	447
Other Expenditure		
Stationery	145	185
School Outings	621	595
20th Birthday Celebrations	0	776
Xmas Party & Entertainer	181	0
Presents/Donations	475	224
Advertising	320	0
Training	80	137
Refund of Fees	0	6
Photographs	489	490
Tea Towels	0	361
Tax Credit	0	4493
Woven Labels	23	0
Staff Uniforms	606	0
Staff Xmas Meal	87	124
Bank Charges	7	5
Miscellaneous small items	<u>156</u>	<u>118</u>
	23861	26134
Payments for Other Assets		
Equipment	1008	1848
Total Payments for Year	<u>24869</u>	<u>27982</u>
Net Receipts for Year	7517	5582
Cash & Bank Balances brought forward from last year	<u>32391</u>	<u>26808</u>
Cash and Bank Balances as at 31st July 2003	<u>39908</u>	<u>32391</u>

Independent Examiner's Report to the Trustees of Westfield Community Playgroup

I report on the accounts of the Trust for the year ended 31 July, 2003, which are set out on pages 1, 2 & 3.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 seeking explanations from you as 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 view given by the accounts.

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 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave 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.



Tony Stringer,
BAB Certified Practitioner (Ref: SAC2098) MCMI, MCIPD, DipRSA, LCGI
9 Latham Avenue, Runcorn, Cheshire, WA7 5DS.
13 November 2003

1020/03
North west



WESTFIELD COMMUNITY PLAYGROUP
TRUSTEES' ANNUAL REPORT

Section 1

Legal and Administrative Information

Charity Name:

Westfield Community Playgroup

Registered Charity Number:

1030706

For The Financial Year Beginning On:

1st August 2002

For The Financial Year Ending On:

31st July 2003

Charity's Principal Address:

Westfield County Primary School
Clayton Crescent
Runcorn
Cheshire
WA7 4TR

Names of the Charity Trustees:

Angus Mackenzie
June Pinnington
Linda Wilkinson
Caroline Hall
Deborah Hough

Name of Person (or Body) Entitled to Appoint Trustees:

Appointed by parents and committee

Governing Document:

Policy Document

Objects of the Charity:

To provide a happy, safe and stimulating play environment where children experience different types of play and enjoy the company of other children and adults enabling them to develop their full potential.

Advisors:

Tony Cliffe (Inspector for Halton Borough Council)
Lindsay McGregor (PLA)

Section 2

Activities and Achievements:

Charities activities and achievements during the year in relation to its objectives:

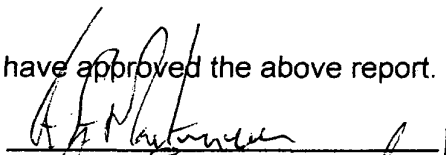
One member of staff gained her NVQ3 qualification
One member of staff awaiting results of her NVQ2
One member of staff retired
Re-development of site and refurbishment of Playgroup
Held 2 successful "Open Afternoons" which gave parents the opportunity to discuss their child's progress
Part of the Childcare Direct Scheme, which forms an essential part of the Government's National Childcare Strategy and provides parents with vital information on childcare facilities
Held 2 "Welcome Days" which enables the children, starting our Playgroup for the first time, to come and join us for an afternoon to experience our surroundings with their parents
Changed our Secretary's details
New equipment purchased
Various training courses attended

Section 3:

Declaration:

The trustees have approved the above report.

Signature:



Full Name:

ANGUS FRASER MACKENZIE

Position:

CHAIRPERSON

Date:

26/11/03

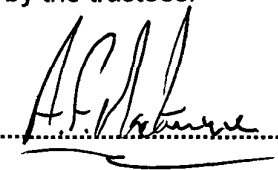
RECEIPTS AND PAYMENTS ACCOUNT AND STATEMENT OF ASSETS & LIABILITIES
under Section 42(3) of the Charities Act 1993

Charity Name **WESTFIELD COMMUNITY PLAYGROUP**

Charity Commission Number 1030706 **For the financial year to 31/07/2003**

Declaration

The account set out on pages 1 and 2 for the financial year (being the period of 12 months) ended on the above date, and the statement of assets and liabilities at that date set out on page 3 are as approved by the trustees.

Signature 

Date 26TH November 03

Trustee authorised to sign on behalf of all trustees.

Full Name

Forwarded By JUNE PINNINGTON

Address 13 CYNTHIA ROAD
RUNCORN
CHESHIRE WA7 4TX

Daytime Telephone Number (01928) 590110