West End Playgroup
(a Company limited by guarantee number 4738921)
Registered Charity No. 1100523

Annual Report and Accounts
For the year ended 31st August 2007

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West End Playgroup
Registered Charity No. 1100523
Directors' Report
For the year ending 31st August 2007

Charity Name	West End Playgroup (a company limited by guarantee)
Charity Commission Number	1100523
Company Number	4738921
Financial Year Ending	31st August 2007
Principal Address and Registered Office	West End Village Hall West End Lane West End, Esher Surrey, KT10 8LB
Governing Document	Memorandum and Articles of Association
Objects of the Charity	To advance the education of children below school age by: (a) Providing safe and satisfying group play in which parents take part if appropriate (b) Encouraging other charitable activities through which parents may help the children.
Special Investment Powers	(1) Hire premises, provide equipment and engage staff (2) Raise money to pay for activities (3) Make such payments as shall be necessary (4) Do such things as may benefit the charity (5) Membership of the PSLA and be represented at its local branch
Directors and Trustees as at 31 August 2007	Karen Glands (Chair) Kate Roux (Treasurer) Jemima Fox (Secretary) Anita Aston Amanda Cooper Leanne Barrett Lexie Williamson Sarah Carter Sara Katesmark Helen Child

West End Playgroup
Registered Charity No. 1100523
Directors' Report (continued)
For the year ending 31 August 2007

Directors & Trustees Selection Method	Volunteers sought from parents whose children attend the playgroup. New Directors and Trustees are appointed by the existing Directors and Trustees.
Activities and Achievements	(1) Appointment of New Committee. (2) Continued uptake of places – waiting lists strong (3) Financial status is sound. (4) Playgroup is full and expected to continue as such (5) OFSTED approved increase registration to 30 places. (6) PSLA Accreditation awarded in February 2005.
Policies:	
Reserves Policy	To maintain sufficient money on deposit for either of the following: (1) Closure of Playgroup. Costs of staff redundancy and a half term's fees income to cover expenses and debts (2) Money to cover one term's expenditure should SCC pay Early Years grant late.
Investment Policy	COIF Deposit Fund.
Review of Major Risks	Current risks are (1) Changes to Early Years grant legislation. (3) Harm to children in the Group's care

For and on behalf of the Directors

Karen Glands
Chair

West End Playgroup
Registered Charity No. 1100523
Income and Expenditure Account
For the year ending 31 August 2007

	2007	2006
Income		
Playgroup Fees	11,217	12,486
Vouchers	33,010	29,572
Mother & Toddler Fees	1,759	2,452
Registration Fees	280	560
Bank Interest	802	452
Donations, Commission and Fundraising (net of expenses)	990	470
Table and chair hire	100	-
Other	189	907
	48,347	46,899
Expenditure		
Salaries inc. Employment Costs	35,759	30,630
Accountancy	47	817
Insurance	329	320
Telephone	260	281
Rent	3,960	3,450
Supplies & Equipment	4,469	3,629
Postage, Printing & Stationery	449	293
Parties/Catering	194	562
Milk (net of WRFU refund)	415	-
Staff training	254	-
Other	192	214
	46,328	40,196
Excess of Income over Expenditure	**2,019**	**6,703**

West End Playgroup
Registered Charity No. 1100523
Balance Sheet
For the year ending 31 August 2007

		2007	2006
Fixed Assets	**Note 1**	-	-
Current Assets			
COIF Deposit Account		12,338	11,751
Lloyds/TSB Current Account No. 2		950	1,299
Lloyds/TSB Instant Access Account		1	1
Lloyds/TSB Instant Access Account		1	1
Lloyds/TSB Current Account		16,401	9,101
Petty Cash		-	-
		29,691	22,153
Prepayments		-	-
Debtors		-	-
		-	-
Total Current Assets		**29,691**	**22,153**
Current Liabilities			
Inland Revenue		-	-
Accruals		(6,280)	(411)
Refundable Placement deposit		(950)	(1,300)
Total Current Liabilities		**(7,230)**	**(1,711)**
Net Current Assets	**Note 2**	**22,461**	**20,442**
Retained Excess brought forward		20,442	13,739
Excess Income over Expenditure (current year)		2,019	6,703
Retained Excess carried forward		**22,461**	**20,442**

For the year ended 31st August 2007 the company was entitled to exemption under section 249A(1) of the Companies Act 1985. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249B(2) The directors acknowledge their responsibility for: i) Ensuring the company keeps accounting records which comply with section 221; and ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its profit and loss for the financial year in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

West End Playgroup
Registered Charity No. 1100523
Notes to the accounts
For the year ending 31 August 2007

1. The accounts have been prepared on a going concern basis

2. West End Playgroup owns various assets and items of equipment that are not included on the Balance Sheet. The cost of these items is written off as supplies and Equipment Expenses in the Income and Expenditure Account in the year of purchase.

INDEPENDENT EXAMINER'S REPORT
TO THE DIRECTORS OF THE WEST END PLAYGROUP

This report on the accounts of the West End Playgroup ("the Playgroup") for the year ended 31st August 2007, which are set out on the attached pages 4 – 6, is in respect of an examination carried out under s43 of the Charities Act 1993 ("the Act").

Respective responsibilities of Directors and Examiner

As Directors of the Playgroup you are responsible for the preparation of the Accounts You consider that the Audit requirements of s43 of the Act do not apply. Members have not required the Company to obtain an audit in accordance with s249B(2) of the Companies Act 1985.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under s43(7)(b) of the Act. That examination includes a review of the accounting records kept by the Playgroup and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as Directors concerning 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 s41 of the Act, and

- to prepare accounts which accord with the accounting records and comply with the requirements of the 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

Mary Harknett ACA
17, Rythe Road, CLAYGATE
Surrey. KT10 9DG

28th April 2008