

CHALFONT ST GILES PRE SCHOOL PLAYGROUP

Treasurer's Annual Report – Financial Year ended 31st August 2021

General

Charity Number: 1020590

Address: CSG Cricket Pavilion, Crossleys, off Bowstridge Lane, Chalfont St Giles, Bucks, HP8 4HZ

Trustees: Lindsay Turner (Chair), Sarah Mackrory - Scott, Emma Alsop, Sophie Noble, Leann Strang, Antony Lord.

The playgroup charity operates a pre-school for children between the ages of 2 and 4. It is run with 6 unpaid trustees and 6 Early Years practitioners, including a manager, and two part-time administration staff.

During the year the bookkeeping was performed by Hayley Southgate. Tony Lawson, a local Chartered Accountant, has once again agreed to carry out an independent examination of the year's accounts.

Income and Expenditure for year ended 31st August 2021

Unlike the previous year the setting was not subject to COVID 19 lockdowns so remained open during all three terms. Rigorous and risk assessed COVID –safe practices and procedures developed in 2020 remained in place. The Playgroup is grateful to all staff for their dedication in keeping the facility functioning safely and efficiently during what were very challenging circumstances . We also thank Bucks County Council for their significant degree of support via specific grants and regular funding.

The playgroup had an operating profit (fees and funding less wages, rent etc. and admin / other expenses) of £13,834 which contrasts with last year's operating loss of £6,161. Overall receipts increased by £54,970 to £132,057: Bucks County Council funding rose by £24,573 to £68,664, other revenue increases included: parental fees (+£8,816), forest school (+£3588), Bucks special educational needs funding (+£2350) and donations and specific grants (+£11,921). Overall payments also increased by £27,730 to £110,681; of this increase £20,276 was on salaries, reflecting mainly the move to a 5 day service, and +£4980 on toys and equipment.

Bank deposits increased significantly: by £14,000 to £20,047. We applied the bulk of the COVID recovery and sustainability grants received from Bucks County Council to strengthening the Playgroup's financial position in this way so as to be better placed to withstand future unforeseen financial pressures including demographic changes.

At the start of the year we had a total of 33 children using the Playgroup. By the end February the total number of children using the Playgroup was 42. The setting's maximum capacity had been restricted to 18 due to COVID and the need to meet staff concerns as well as operating as safely as possible. The maximum capacity was gradually increased to 22 from the end of February. By the summer term the numbers attending were 44.

We undertook a number of initiatives, using grants and donations, to improve indoor, outside and garden amenities for the children, including a new picket fence, improvements to the play area, including a pirate ship, new seated furniture, bicycles, and a climbing frame.

From September 2020 the Playgroup extended its opening hours to include Fridays. Attendance on Fridays gradually increased: to 17 (am) and 16 (pm) by the spring term and numbers remained at this rate through the summer term. The lunchtime pickup of children from the school nursery resumed from the autumn half term. It was suspended during the third lockdown when schools closed to all but essential workers but resumed from the 8th March (when the schools reopened). However, the decision of the school nursery to extend its hours to include afternoons from the summer term has meant that fewer children now attend Playgroup afternoon sessions and the pickup service was discontinued. A breakfast club was also started but due to the lack of uptake for this offering we have put this on hold.

Forest School continued to be popular: in the Autumn 2020 term we had 21 children attending on Thursdays. This number was maintained through the summer term.

Other.

There have been a number of changes among the Board of Trustees: Sally Maclaren, Lucy Webster and Natalie Zealey left and Sarah Mackrory- Scott (now Secretary), Sophie Noble and Leann Strang joined. Following year end, Emma Alsop and Antony Lord (Treasurer) signalled their intention to step down and replacements are being recruited.

Early Years practitioners: in April Chantelle Constable left and Leanne Heath joined. Admin managers: Sarah Eldridge remains in post; Hayley Southgate will be taking maternity leave from the autumn half term and her place will be taken by Anna Suprun.

Fundraising and successful marketing, including on social media, will remain an essential part of continuing viability: the playgroup continues to develop its website and online presence on social networking platforms in order to attract more children and better communicate with current parents and prospective clients.

Looking forward into 2021 / 2022

The Playgroup continues to be popular and, with its rural setting, offers an attractive and competitive alternative to other providers. At the start of the autumn 2021 term there were 24 children attending; and 7 had enrolled for Forest School, which from now will be provided in house following the development of staff expertise. Demand for morning Playgroup places remains strong and we are considering a range of initiatives to fill more afternoon places. We will reintroduce our tots tennis session on a Tuesday afternoon after the October half term. We have also applied for a grant from the Co-op to help us fund more extra-curricular activities for the children which, if successful, should also boost numbers.

4.10.2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Chalfont St Giles Pre-School Playgroup

1020590

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	1/9/2020		31/8/2021

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 funding received	113,458	-	-	113,458	70,607
Fundraising	1,034	-	-	1,034	828
Donations and other income etc.	17,563	-	-	17,563	5,642
Interest	2	-	-	2	10
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	132,057	-	-	132,057	77,087
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	132,057	-	-	132,057	77,087
A3 Payments					
Wages	84,812	-	-	84,812	64,536
Rent, elec and ins	6,616	-	-	6,616	5,664
Toys, Equipmt & Entertainment	10,699	-	-	10,699	5,719
Fund raising expenses	358	-	-	358	464
Admin and other expenses	8,196	-	-	8,196	6,568
Building improvements	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	110,681	-	-	110,681	82,951
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	110,681	-	-	110,681	82,951
Net of receipts/(payments)	21,376	-	-	21,376	- 5,864
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,781	-	-	23,781	29,645
Cash funds this year end	45,157	-	-	45,157	23,781

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	Bank - current a/c	25,102	-	
	Bank- deposit a/c	20,047	-	
	Petty Cash	8	-	
	Total cash funds	45,157	-	-

(agree balances with receipts and payments account(s))

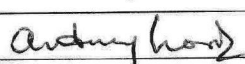
	Details	OK Unrestricted funds to nearest £	OK Restricted funds to nearest £	OK Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	A. J. LORD	21/1/2021



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Chalfont St Giles Pre School Playgroup

**On accounts for the year
ended**

31st August 2021

**Charity no
(if any)**

1020590

Set out on pages

CC16a

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021.

**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.

**Independent
examiner's statement**

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:

19/01/2022

Name:

TONY LAWSON

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

FCA

Address:

18 The Lager

Chalfont St Giles

Bucks HP84DG