

BUCKINGHAM PRE-SCHOOL PLAYGROUP

England & Wales · Charity number 1021859

Details

Status Registered

Legal form Other

Registered 2016-04-20

Register [View on the Charity Commission register](#)

Contact

Address Buckingham Town Cricket & Sports Cl
Bourton Road
Buckingham
MK18 1BG

Phone 01280816228

Email enquiries@buckinghampreschoolplaygroup.co.uk

Website www.buckinghampreschoolplaygroup.co.uk

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS

Activities: To provide a safe secure environment for pre-school children to develop and play.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** THE CATCHMENT AREA OF THE PLAYGROUP
- Buckinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£0	£20,546	-	-
2023-08-31	£3,388	£228	-	-
2022-08-31	£12,235	£28,539	-	-
2021-08-31	£63,843	£71,513	-	-
2020-08-31	£68,683	£64,486	-	-

Trustees

Name	Role	Appointed
Chris Fox		2018-09-01
Hazel Dione Cory		2021-11-05
Karen Elizabeth Clarke		2021-11-05
Robert Hutt		2018-09-01
Roger Shelton		2014-01-27

BUCKINGHAM PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1021859

Accounts

Minutes of Annual General Meeting held on 6th September 2021 and Trustees Report for year ended
31st August 2021

This also incorporates covers the Extraordinary General Meeting called for the same date.

Present.

Staff members: K Clarke, K Hassell, P Mullins, Brogan Latham and H Cory.

Trustees: C Fox Chairman, R Shelton Treasurer, R Hutt.

Parents: A total of 22 parents were present.

Managers report.

The last 12 months continued to be challenging with the ongoing effects of COVID. Whilst it had been encouraging to see the children returning this had placed extra pressure on staff with additional hours being worked in order to achieve the required bubbles. Overall, the children did not seem too badly effected and readily adapted to the requirements of health and safety.

Greater emphasis had been placed on those children who were going onto school placements, as it was felt they need the extra time to get used to their forthcoming new surroundings.

Were possible we tried to have the children outside in the fresh air and undertook a number of activities which were enjoyed by all, and we hope to do this more often in future.

Regular updating of the children's progress was reported to parents by way of Tapestry system, and we have received good feedback on this.

Looking forward to the coming year we are faced with new challenges but with the number of children now on the increase we hope we can get back to some normality and offer the children and parents a sensible curriculum to help them learn and enjoy.

Treasurers report

Draft copies of the 2021 accounts were distributed.

Income from fees remained at roughly the same figure as 2020 although a shift upwards in fees paid directly by parents with funds from Bucks CC reducing. A great effort from parents with fundraising seeing £2,127 being raised. Overall income saw a reduction over 2020 of £4840 with no grants being applied for this year.

A loss of £7670 is shown for the year this predominately due to higher staff costs. This would been initially budgeted for at a level of £52,000 based on the number of children attending preschool but we had to ask staff to work substantial additional hours due to COVID protocol. In addition, two members of staff moved from being on apprenticeship pay to minimum wage.

Overall, we are well placed for the coming year.

Chairmans report

The Chairman thank all those present and passed on a huge thanks to the staff who had achived

Dear Parent,

Thank you for attending our meeting on 6 the September.

We are now in a position to talk to you about the options for the pre-school going forward and hopefully we can come together at the meeting to make a decision on how we do that.

We have had very positive discussions with Aktiva about them taking on the pre-school and we have also managed to attract some very good candidates to replace Karen and Carol. I think the possibilities for the pre-school continuig are looking much brighter than before our last meeting.

If the decision reached is to install a new pre-school leader and not going with Aktiva we will need to form a new committee at the meeting and while Roger the treasurer would remain all other committee roles would need filling on the evening. Karen sent out details of these roles in an email following our last meeting.

Please can I ask you to attend a meeting at the pre-school on Tuesday 5 the October at 7.30pm.

Buckingham Pre-School Playgroup

Income and Expenditure Statement For the Year ended 31st August 20

<u>Income</u>	<u>2021</u>
Fees	19802
Bucks CC	41313
Fundraising	2127
Milk Rebate	115
T Shirt and Uniform Sale	17
Grants	
Interest Received	
Xmas Party	
Donations	469
	<u>63843</u>

<u>Expenditure</u>		
Consumables		799
T Shirt and Uniform		183
Equipment Purchases		383
Large Equipment		
Special Equipment		
Wages	52365	
Paye	2882	
Pension	<u>1161</u>	56408
Rent		9824
Accountancy		862
Printing Postage and Stationary		120
Telephone		72
Travel Expenses		
Staff Training		647
Additional Learning items		294
Insurance		617
Licence and Subscriptions		190
Cleaning and Hygiene		173
CRB Checks		32
Snacks and Milk		408
Computerr Software		276
Entertainment		
Staff Entertainment		
Gifts		225
		<u>71513</u>

Total income less expenditure	-7670
Bank and cash balances 31 August 2020	<u>59776</u>
	<u>52106</u>

Represented by	General Fund	37183
	Reserve	14836
	Cash	87
		<u>52106</u>

121

2020
11468
49516
599
67
30
6926
25
52
68683

802
153
275

48749
1544
1392

51685
7847
1314
192
72

-15
294
616
210
388
26
328
174

115
10

64486

4197
55579
59776

44897
14836
43
59776



Section A

Independent Examiner's Report

Report to the trustees/ members of

Buckingham Pre-School Playgroup

On accounts for the year ended

31st August 2021

Charity no (if any)

1021859

Set out on pages

1 - 3

(remember to include the page numbers of additional sheets)

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

Responsibilities and basis of report

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

[Signature]

Date:

27 June 2022

Name:

Henry Cooper, on behalf of BirchCooper Accounting Services Limited

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

FMAAT

Address:

Midsummer Court, 314 Midsummer Boulevard
Milton Keynes, MK9 2UB

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None

Date: 27 June 2022

[Signature]

Signed:

Henry Cooper, on behalf of BirchCooper Accounting Services Limited

Name:

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

Address:

Midsummer Court, 314 Midsummer Boulevard
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BUCKINGHAM PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1021859

Accounts

BUCKINGHAM PRE-SCHOOL PLAYGROUP -

MINUTES FROM AGM WEDNESDAY 5TH MAY 2021

IN ATTENDANCE: Karen Clarke, Carol Matanda, Katie Hassell, Hazel Cory, Molly Clarke, Chris Fox, John Matanda, Bob Hutt, Louise Green, Vicky Warren.

APOLOGIES: Roger Shelton, Polly Mullins, Rachel Lees, Kirsty Parkin, Laura Watts.

LEADER'S REPORT

Karen started the meeting with a recap of how things have been at Pre-School during the pandemic.

From September 2019 – March 2020 Pre-School ran as normal until we closed for the first lockdown in March 2020. During that period we kept in touch with all families fortnightly sending activities and updates throughout.

Pre-School re-opened on the 8th June 2020 with reduced sessions and fewer children.

We focused on “Team School” transitions until we closed in July 2020 for the summer break.

In September 2020 we opened up in full until the Christmas break.

In January 2021 we entered another lockdown and Pre-School opened on Tuesdays, Wednesdays & Thursdays for children who wanted to attend. Karen, Carol, and Katie ran these sessions together. This was a stressful time as information from County was scarce and Staff had no access to Lateral Flow Tests at that time.

Pre-School re-opened fully on the 8th March 2021 with Staff accessing Lateral Flow Tests twice a week initially at the Swan Pool Leisure Centre until they were finally delivered to the setting so Staff could access them at home.

After the Easter break we have employed Brogan and have 2 Students with us on placement from MK College.

Karen thanked all Staff, parents & families for their support through a very difficult year when staff felt very vulnerable. She is proud of the Team and the measures that were put in place which enabled us to run throughout and we have managed to keep everyone safe. We really hope this will continue until we are fully out of this pandemic.

Moving forward we have 35 children on the books with new visits each week. We have limited any further new starters until September 2021 to enable us to fully settle the new starters we currently have. We have been advised to expect the settling-in period to take longer in some cases as most of these children have not been away from their parents or away from their homes for the past year. We have found that in some cases this has certainly been true. Also we wish to give our Team School children the best possible transition and ensure they are school ready for September. Any new families signing up after visits will be held on a waiting list for September.

Karen indicated that she would like to have the living eggs again but needed to speak with the Treasurer before taking this further as it is an expensive project.

We hope to do the sponsored skills fundraiser after the May half term to generate some much-needed funds for new resources.

Staff also have reports, Transition reports and leavers gifts to organise in the last half term too.

We have 11 children moving on to School and we are currently collating September lists but have every reason to be optimistic about September as numbers are looking good at present.

A new EYFS framework is due in September 2021 and resources, and on-line training have been booked.

CHAIRPERSON'S REPORT

Chris thanked everyone for attending especially on Teams as a face to face meeting would have been preferable.

Chris thanked the Team for their hard work and dedication to keeping Pre –School open during a difficult time. He is proud to be associated with Playgroup and the local community it serves.

He thanked the Committee and in particular John who as Health & Safety Officer reviewed the Covid procedures along with Karen regularly to ensure we were doing all we could to keep everyone safe.

Chris thanked parents for their support to Pre-School in following the guidelines set and is pleased our numbers remain good moving forward.

Karen confirmed Brogan is fully qualified and the Students are working towards a qualification -Amelia (Level 3) and Katherine (Level 2).

TREASURERS REPORT

Roger was unable to attend in person so Chris read out the report, a copy of which is attached to these minutes.

VOTING

Committee members voted to remain Chris Fox, Roger Shelton, John Matanda, Louise Green, Vicky Warren, Steve Warren, Laura fox and Bob Hutt.

Kirsty Parkin stepped down as Secretary to be a Committee Member only.

Rachel Lees has stepped down as Finley will be leaving to go to School.

Molly Clarke was voted on as Secretary and Laura Watts voted on as a Parent Committee Member.

There is another possible Parent Member but due to illness we have been unable to confirm this at present.

A general newsletter will be sent out in the next couple of weeks which will invite other parents to consider joining.

A Covid review will take place over the summer break to discuss how we move forward for September 2021.

Chris drew the AGM to a close.



Section A

Independent Examiner's Report

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members of

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ended

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** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

9 June 2021

Name:

Henry Cooper, on behalf of BirchCooper Accounting Services Limited

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

FMAAT

Address:

Midsummer Court, 314 Midsummer Boulevard

Milton Keynes, MK9 2UB

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Section B Disclosure

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None

Buckingham Pre-School Playgroup

Income and Expenditure Statement For the Year ended 31st August 2020

	<u>Income</u>	2020	2019
Income	Fees	11468	11689
	Bucks CC	49516	77936
	Fundraising	599	2346
	Milk Rebate	67	164
	T Shirt and Uniform Sale	30	75
	Grants	6926	
	Interest Received	25	28
	Xmas Party	52	26
		<u>68683</u>	<u>92264</u>
	<u>Expenditure</u>		
Expenditure	Consumables	802	1082
	T Shirt and Uniform	153	125
	Equipment Purchases	275	1776
	Large Equipment	0	2504
	Special Equipment	0	305
	Wages	48749	61730
	Paye	1544	4664
	Pension	1392	1608
	Rent	7847	10767
	Accountancy	1314	1223
	Printing Postage and Stationary	192	167
	Telephone	72	95
	Travel Expenses	0	56
	Staff Training	-15	410
	Additional Learning items	294	294
	Insurance	616	607
	Licence and Subscriptions	210	170
	Cleaning and Hygiene	388	115
	CRB Checks	26	65
	Snacks and Milk	328	499
	Computerr Software	174	213
	Entertainment	0	150
	Staff Entertainment	115	156
	Gifts	10	42
		<u>64486</u>	<u>88823</u>
Total income less expenditure		4197	3441
Bank and cash balances 31 August 2019		55579	52138
		<u>59776</u>	<u>55579</u>
Reperesented by	General Fund	44897	40707
	Reserve	14836	14811
	Cash	43	61
		<u>59776</u>	<u>55579</u>



Section A

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