



St. Anne's Playgroup

Trustees and Accounts Report

1st April 2020 – 31st March 2021

Charity Number: 1025384

St. Anne's Playgroup Record Sheet:

Name: St. Anne's Playgroup

Charity Number: 1025384

Address: St. Anne's School
Harlow Green
Gateshead
NE9 7HX

Tel. Number: 07981120786

Committee Members: Mrs Teresa French (Chair)
Mrs Joyce Triggs (Secretary)
Mrs Gillian Curran (Treasurer)
Miss Yasmin Welsh
Mr Kevin Curran
Mrs Jill Welsh

Staff Members: Mrs Gillian Curran
Mrs Teresa French
Mrs Joyce Triggs
Miss Yasmin Welsh
Mrs Kim Ross

Bank details: Natwest Bank
High Street
Gateshead

St. Anne's Playgroup

Annual Report of the Trustees for the Year Ending 31st March 2021

Aims and Objectives

St. Anne's Playgroup is governed by a constitution adopted on 17th April 1992 and it is a registered charity (number: 1025384). The names of the trustees (committee members) are set out on page 2 of this report. New committee members can be elected by the existing committee. In this instance Ofsted will be notified and appropriate checks will be implemented.

The aim of the Playgroup is to educate and care for children age 2 to 5 years. We aim to provide high quality education and care within the guidelines issued by Ofsted and the Early Years Foundation Stage, where children learn through play, within a broad, balanced, flexible curriculum, which caters for the individual needs of each child. Playgroup changed their registration with Ofsted in 2013 to include 2 year olds. Staff worked diligently to implement changes to ensure we can be included on the 2 year old register, which allows us to receive the 2 Year Old Funding, thus boosting our income and helping attract children who would previously have attended other settings.

The Playgroup aim to create a happy secure and stimulating environment where children can enjoy learning through play providing a foundation for starting school. We aim to help children develop enquiring minds leading to questions and discussions. The staff and committee work hard to upgrade and expand activities and facilities to ensure our Playgroup offers a wide range of choices for the children. Playgroup allows children the opportunity to develop skills and knowledge in all areas of the curriculum. We also give children the opportunity to work together and show care and consideration for others.

At Playgroup we value parents/carers and we work together with them, taking time to listen and respond when needed. Each child has a diary, which gives the parent/carer insight into the child's progress and interests at Playgroup. Parents can add photographs from home and write any news in the diary, which gives key workers an insight into the child's interests at home, which we use in planning activities.

Finance and Attendance

The Playgroup offers full day care and receives local authority funding. With the introduction of the Single Funding Formula and a significant increase in the number of children attending from 2 years old, the income of the setting has risen greatly. In September 2017 the Government introduced 30 hours of funding for working parents, which has had a positive impact on the financial status of our setting.

We have a number of children on our waiting list, and we are hopeful our numbers will steadily rise over the next few years.

We still have a lunch club, but no longer have any children attending breakfast club. The lunch club is well used this year, due to the increased flexibility of using the funding over 2 and a half days and the introduction of 30 hours funding.

Staff

Playgroup now have 5 permanent members of staff qualified to at least Level 3. One has a level 5 qualification and one member of staff has EYP status, which contributes to an increased funding level. Staff are employed part time with varying number of days.

Playgroup continue to increase the quality of provision by providing training opportunities for all staff and by supporting relevant staff to attend training and gain higher qualifications. We also provide opportunities within the community by offering placements for young people at all Gateshead schools and providing placements for people studying childcare qualifications at colleges throughout the area.

Local Authority

We work closely with the Local Authority, attending training and we are guided by matters of funding by Gateshead Council. We value our visits and input from Local advisors, we have been categorised as being in need of a 'Low Level' of support for our care and education, due to the high quality of both that we provide and the recent improvements being implemented with the setting. We have also had a Safeguarding and Welfare Audit and again we were categorised as being in need of a Low Level of Support, due to the excellent practice and policies implemented within our setting. Both of these Audits were conducted by Gateshead LEA Early Years Advisors. We have also been categorised as Low for Special Educational Needs. We achieved a grade of good in our last Ofsted inspection in November 2017.

The Playgroup has subscribed to the Early Years Service Level Agreement (EYSLA) to enhance our training opportunities and access an increased level of support from our Early Years Advisor. We also work with other professionals from the Gateshead Early Years Team, such as the Special Needs Advisors who give general advice on inclusion alongside specific advice in relation to individual children's needs. Over the past few years we have had several children with additional needs (including Speech and Language Developmental Delays, Hydrocephalus and Autism) attending our setting, which has provided us with the opportunity to extend our knowledge of these conditions. We work closely with Social Services and the LEA in relation to children on the Child Protection Register and Looked After Children. We also work with a variety of professionals from the Primary Care Trust, such as Educational Psychologists and Speech and Language Therapists.

Financial Review

The principal income of St. Anne's Playgroup is the Nursery Education Grant, which is allocated per child attending the setting; therefore, the funding varies from year to year and term to term. For the financial year 2020-2021 our numbers were good, we had 34, 26 and 30, three and four-year-old children attending in the Summer, Autumn and Spring term respectively, plus 7, 2 and 1 two-year olds per term on funding. The financial position of the group shows net incoming funds of £90646.65 and total outgoings of £106557.79, the total funds carried forward are £71155.72. The committee consider the financial position of the Playgroup to be stable.

Maintenance Fund

The playgroup now runs from a classroom in St. Anne's School. It is necessary to keep a reserve to cover the cost of the costs of any repairs and maintenance of garden area. We moved into the classroom in June 2018, a use of the old demountable was not found and Playgroup were liable for the cost of having it removed.

Plans for the Future

Our plans for the future are to be sustainable by continuing to improve the quality and flexibility of provision, in order to meet the needs of the community. By offering flexible provision it allows us to provide full day care which supports the needs of working parents and allows other parents to seek employment or training. In January 2013 we extended our care to include two-year olds and we continue to receive the 2 Year Old Funding. From September 2017 we started accepting children for 30 hours in receipt of the new 30 hours funding for working parents and subsequently reducing the number of 2-year-olds.

The increase in the number of children and in the nursery grant in previous years, has allowed us to build up a reserve should there be a drop in numbers in the future. Our predicted numbers for September 2020 are low with 14 expected on the 3 year-old funding (2 of whom are expected to receive 30 hours funding) and 2 children on the two-year old funding.

Report Checked and Approved

Approved by the committee on 1st July 2021 and signed on its behalf by:

Mrs Teresa French (Chair)

Mrs Gillian Curran (Treasurer)

Mrs Joyce Triggs (Secretary)

Independent Examiners

This report was examined by:

St. Anne's Playgroup -Accounts for the Year Ending 31st March 2021

<u>Receipts:</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Fees – Sessions paid by Parent/bursary	7272	5524	4028	3382	3288	2690	450.00
Fees - Lunch club	2145	2547	1669	198	48	0	0
Education Grants	73128	73038	69900	77294	127888	101885	89542.42
Dept Health (Milk)	677	2855	1391	1188	761.89	1627	654.23
GMBC Bursary - Course Cover	80	80	-	-	0	0	0
Maternity payments reimbursed				3848	0	0	0
GMBC (laptop 2015, apprentice 2017)	500	320	1500	-	0	0	0
Gateshead college					206	0	0
<u>Total Income:</u>	<u>83802</u>	<u>84364</u>	<u>78488</u>	<u>85910</u>	<u>132193</u>	<u>106202</u>	<u>90646.65</u>
<u>Payments:</u>							
Wages:	<u>68467</u>	<u>70840</u>	80679	75965	85897	93346	90951.22
Milk: (in catering from 2021)	<u>1102</u>	<u>981</u>	914	1042	1351	1128	-
Catering:	<u>334</u>	<u>161</u>	235	140	227	192	752.44
Photographs:	<u>353</u>	<u>305</u>	267	210	238	350	331.33
Equipment:	<u>1417</u>	<u>959</u>	513	150	1727	1294	415.6
Office:	<u>615</u>	<u>550</u>	1624	752	918	1398	791.98
Resources:	<u>929</u>	<u>645</u>	340	461	767	1427	555.58
Cleaning:	<u>40</u>	<u>212</u>	170	167	390	365	1001.84
<u>Other (includes)</u>	<u>3116</u>	<u>4944</u>	<u>3992</u>	<u>1828</u>	<u>4576</u>	<u>12202</u>	<u>11757.80</u>
➤ Accountant	498	420	480	504	630	540	570
➤ PSLA insurance	366	372	382	572	577	581	588.4
➤ Building insurance	-	118	138	124	0	0	0
➤ Ofsted fees	50	50	50	50	50	50	50
➤ Magic Andrew	210	200	215	230	240	245	125
➤ Lease	-	250	-	-	0	0	0
➤ Electric	151	-	-	-	0	0	0
➤ Planning permission/ICO	195	-	-	-	0	35	0
➤ Repairs, inc play area (2021)	1461	2845	774	125	0	9032	10150
➤ Costco fee (in office 2016-)	82	-	-		0	0	0
➤ Gifts/sponsor	102	127	274	213	306	402	272
➤ Course fees	-	60	899		145	1015	0
➤ HMRC fine	-	502	-		0	0	0
➤ Delivery cost/parking for CP				10	0	8	2.4
➤ Eexat/Services for Schools			780		0	291	0
➤ Health and Safety Check					192	0	0
➤ Overpayment GMBC fees					2436	0	0
<u>Total Expenditure:</u>	<u>76740</u>	<u>79597</u>	<u>88734</u>	<u>80115</u>	<u>96090</u>	<u>111708</u>	<u>106557.79</u>
<u>Net of Receipts/ (Payments)</u>	<u>6159</u>	<u>4767</u>	<u>-10245</u>	<u>5195</u>	<u>36102</u>	<u>-5505</u>	<u>-15911.14</u>
Cash funds brought forward	49643	56705	61472	51226	56421	92522	87066
Cash funds carried forward	56705	61472	51226	56421	92522	87066	71155.72
<u>Statement of Assets/ Liabilities</u>							
Bank Account	56229	61457	50716	55892	91368	86980	70819.27
Petty Cash	476	15	510	529	1154	86	336.45
<u>Total Assets</u>	<u>56705</u>	<u>61472</u>	<u>51226</u>	<u>56421</u>	<u>92522</u>	<u>87066</u>	<u>71155.72</u>

Independent examiners' report to the Trustees of St Anne's Playgroup

I report to the trustees on my examination of the accounts of St Anne's Playgroup (the trust) for the year ended 31 March 2021, which are set out on pages 7 to 8.

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 Trustee'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 2011 Act.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. 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 the seeking of 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:-

- (a) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (b) the accounts do not accord with those records.

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.



M J GILIN FCA BK PLUS LIMITED
Chartered Accountants

13 Windsor Terrace

Jesmond

Newcastle upon
Tyne NE2 4HE

23/12/21Date