

Puddleducks Pre-school Mulbarton

England & Wales · Charity number 1027069

Details

Other names	PUDDLEDUCKS COMMUNITY PLAYGROUP, PUDDLEDUCKS
Status	Registered
Legal form	Other
Registered	1993-10-13
Register	View on the Charity Commission register

Contact

Address	Jubilee Room Mulbarton Village Hall Mulbarton Norwich Norfolk NR14 8AE
Phone	01508 571285
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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 THHROUGH COOMMUNITY GROUPS

Activities: 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

Classification

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

Geography

- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£183,173	£156,453	-	-
2023-08-31	£124,310	£129,821	-	-
2022-08-31	£106,268	£113,767	-	-
2021-08-31	£94,228	£92,010	-	-
2020-08-31	£86,712	£96,333	-	-

Trustees

Name	Role	Appointed
Katherine Rix	Chair	2023-04-01
Elizabeth Rose Martin		2025-11-01
Natalie Bilverstone-Palfrey		2023-03-01
Natasha Jane Weyer Davison		2024-06-01
Robert Rix		2022-11-01

Accounts

Puddleducks Pre-school Mulbarton

Annual General Meeting Treasurer's Report

The Puddleducks financial year runs from 1st September to 31st August annually. This allows the management of Pre-school's finances in the context of admissions and staffing for each academic year.

During the 12-month accounting period, the Puddleducks totals were as follows:

Receipts - £183k (up on previous year)

Payments & Liabilities - £156k (up on previous year)

Net Receipts - £27k profit (compared to a £10k loss in previous year)

The accounts are in the process of being independently verified by and ready for submission to the Charities Commission.

Comparison to previous year:

	2023/24	2022/23	2021/22
Receipts	£183k	£114k	£106k
Payments & Liabilities	£156k	£124k	£114k
Net Receipts	£27k	£-10k	£-8k

Intake for September 2023 has been great, every day we are almost at capacity and also have a waiting list which is brilliant news for us.

Although Puddleducks had a small fee increase in January last year that has proven to be the turning point where now the preschool is becoming self-sufficient. We are able to remain competitive with similar settings in the area. Puddleducks are also proud to continue providing snacks and evening meals, sourced locally from the Paddock Farm Shop, at no additional cost.

The most significant element of expenditure relates to staffing which accounts for 74% down from the previous year of 84% of expenditure. The next biggest expenditure is rent amounting to 6% down 1% on last year.

Fundraising during the year has generated £1.3k which is lower than last year by £1k but due to the intake of children and income generated this hasn't proven needed this year.

At the year end, the Charity's free reserves amounted to £67k. It is the Trustees' aim to maintain reserves in order to:

- meet redundancy liabilities should the setting have to close (current liability circa £12k);
- maintain a general contingency reserve equal to one term's outgoings (circa £35k);
- Invest in new toys and equipment as and when required.

With the above estimated taken into consideration, the Charity presently has £20k excess reserve.

To conclude, it was a really good year for all at Puddleducks having now turned everything around and turned a profit. The whole team should be proud of themselves. Revenue was up on previous year once again and although the running costs have also increased the team have still managed to make a profit. I believe it should not go unnoticed we would like to thank the continued support from the staff, committee, parents & carers to promote this excellent setting is even more important.

Natalie Palfrey

[illegible]

GENERAL ACCOUNT

Opening Balance @ 1 September 2023

Income	Sep-23		Oct-23		Nov-23		Dec-23		Jan-24		Feb-24		Mar-24		Apr-24		May-24		Jun-24		Jul-24		Aug-24		To Current Mth	To Year End	
	9	10	11	12	1	2	3	4	5	6	7	8															
Code	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Actual	Actual	
GAY1 Fees* <td>£ 4,000.00</td> <td>£ 3,630.48</td> <td>£ 4,000.00</td> <td>£ 4,904.31</td> <td>£ 4,000.00</td> <td>£ 4,556.52</td> <td>£ 4,000.00</td> <td>£ 4,026.09</td> <td>£ 4,000.00</td> <td>£ 4,296.25</td> <td>£ 4,000.00</td> <td>£ 3,687.51</td> <td>£ 4,000.00</td> <td>£ 4,188.75</td> <td>£ 2,500.00</td> <td>£ 2,812.84</td> <td>£ 2,500.00</td> <td>£ 2,384.73</td> <td>£ 4,000.00</td> <td>£ 3,837.00</td> <td>£ 2,500.00</td> <td>£ 4,405.47</td> <td>£ 2,500.00</td> <td>£ 510.00</td> <td>£ 41,439.95</td> <td>£ 42,000.00</td>	£ 4,000.00	£ 3,630.48	£ 4,000.00	£ 4,904.31	£ 4,000.00	£ 4,556.52	£ 4,000.00	£ 4,026.09	£ 4,000.00	£ 4,296.25	£ 4,000.00	£ 3,687.51	£ 4,000.00	£ 4,188.75	£ 2,500.00	£ 2,812.84	£ 2,500.00	£ 2,384.73	£ 4,000.00	£ 3,837.00	£ 2,500.00	£ 4,405.47	£ 2,500.00	£ 510.00	£ 41,439.95	£ 42,000.00	
GAY2 NCC Funding* <td>£ 7,205.91</td> <td>£ 7,205.91</td> <td>£ 15,923.00</td> <td>£ 15,923.00</td> <td>£ -</td> <td>£ -</td> <td>£ 7,693.19</td> <td>£ 7,693.19</td> <td>###</td> <td>###</td> <td>###</td> <td>###</td> <td>£15,037.51</td> <td>£15,037.51</td> <td>£14,283.40</td> <td>£14,283.40</td> <td>£2,500.00</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£11,453.84</td> <td>£7,000.00</td> <td>£13,687.00</td> <td>£ 4,000.00</td> <td>###</td> <td>£ 139,071.78</td> <td>£115,821.72</td>	£ 7,205.91	£ 7,205.91	£ 15,923.00	£ 15,923.00	£ -	£ -	£ 7,693.19	£ 7,693.19	###	###	###	###	£15,037.51	£15,037.51	£14,283.40	£14,283.40	£2,500.00	£ -	£ -	£ -	£11,453.84	£7,000.00	£13,687.00	£ 4,000.00	###	£ 139,071.78	£115,821.72
GAY3 Bursaries <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td>	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
GAY4 Milk Refunds <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td>	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
GAY5 Parent Purchases <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td>	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
GAY6 Bank interest <td>£ -</td> <td>£ 56.09</td> <td>£ 56.09</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ 68.93</td> <td>£ 68.93</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ 125.02</td> <td>£ 125.02</td>	£ -	£ 56.09	£ 56.09	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 68.93	£ 68.93	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 125.02	£ 125.02
GAY7 Miscellaneous <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td>	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
GAY9 Grants <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td> <td>£ -</td>	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
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Total	£ 11,205.91	£ 10,836.39	£ 19,979.09	£ 20,883.40	£ 4,000.00	£ 4,556.52	£11,693.19	£ 11,719.28	###	###	###	###	£19,037.51	£19,226.26	£16,852.33	£ 17,165.17	###	###	£ 11,000.00	£15,290.84	£9,500.00	£18,092.47	£ 6,500.00	###	£ 180,636.75	£157,946.74	

Expenditure	Sep-23		Oct-23		Nov-23		Dec-23		Jan-24		Feb-24		Mar-24		Apr-24		May-24		Jun-24		Jul-24		Aug-24		To Current Mth	To Year End
	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Actual	Forecast
GAX1 Wages	£ 12,552.12	£ 12,552.12	£ 9,848.39	£ 9,848.39	£ 8,505.45	£ 8,505.45	£ 9,786.09	£ 9,786.09	£8,032.90	£8,032.90	£9,529.35	£9,529.35	£10,106.40	£10,106.40	£ 9,537.46	£ 9,537.46	£ -	£ -	£ 10,000.00	£11,907.45	£ -	£11,061.14	£ 10,000.00	£ -	£ 126,648.12	£119,653.10
GAX2 NI contributions	£ 82.96	£ 82.96	£ -	£ -	£ -	£ -	£ 737.30	£ 737.30	£ 546.21	£ 546.21	£ 1,371.33	£ 1,371.33	£ 1,188.48	£ 1,188.48	£ 1,134.61	£ 1,134.61	£ 941.48	£ 941.48	£ 1,000.00	£ -	£ 874.16	£ 800.00	£ 3,351.21	£ 9,487.12	£ 8,802.37	
GAX3 Rent	£ 740.62	£ 740.62	£ 740.62	£ 740.62	£ 1,520.62	£ 1,520.62	£ 1,000.62	£ 1,000.62	£ 896.62	£ 896.62	£ 208.00	£ 208.00	£ 896.62	£ 896.62	£ 948.62	£ 948.62	£ -	£ -	£ 950.00	£ 1,052.62	£ 948.62	£ -	£ 896.62	£ 10,590.82	£ 7,902.34	
GAX4 Education	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 220.00	£ 220.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 220.00	£ 220.00
GAX5 Admin (equipment)	£ 219.62	£ 219.62	£ 219.62	£ 219.62	£ 219.50	£ 219.50	£ 75.74	£ 75.74	£ 75.74	£ 75.74	£ 75.50	£ 75.50	£ 273.27	£ 273.27	£ 75.62	£ 75.62	£ 30.17	£ 30.17	£ -	£ 487.07	£ -	£ 204.29	£ -	£ 1,956.14	£ 1,264.78	
GAX6 Admin (expendibles)	£ -	£ -	£ 13.57	£ 13.57	£ 423.95	£ 423.95	£ 375.85	£ 375.85	£ 55.83	£ 55.83	£ 112.11	£ 112.11	£ 634.19	£ 634.19	£ 3.75	£ 3.75	£ 25.49	£ 25.49	£ 25.49	£ 25.49	£ 291.69	£ -	£ 70.55	£ 2,032.47	£ 1,670.23	
GAX7 Insurance	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 192.00	£ 192.00	£ -	£ -	£ -	£ -	£ -	£ -	£ 531.69	£ 531.69	£ -	£ -	£ 38.05	£ -	£ -	£ -	£ 761.74	£ 723.69
GAX8 Subscriptions	£ -	£ -	£ -	£ -	£ -	£ -	£ 283.99	£ 283.99	£ 144.00	£ 144.00	£ 442.80	£ 442.80	£ -	£ -	£ 346.79	£ 346.79	£ 178.80	£ 178.80	£ -	£ -	£ -	£ -	£ 178.80	£ 1,575.18	£ 1,396.38	
GAX9 Staff training	£ -	£ 115.91	£ 115.91	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 15.00	£ 15.00	£ -	£ -	£ 264.00	£ -	£ -	£ -	£ -	£ -	£ 394.91	£ 130.91
GAX11 Milk	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 12.48	£ 12.48	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 12.48	£ 12.48
GAX12 Gifts	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAX13 Miscellaneous	£ -	£ 20.00	£ 20.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 588.08	£ 588.08	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 39.95	£ 648.03
GAX15 Premises costs	£ -	£ -	£ 220.00	£ 220.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 220.00
GAX16 Grants	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAX17 Fruit / Veg/snacks	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 397.09	£ 397.09	£ -	£ -	£ -	£ -	£ 66.25	£ 66.25	£ 68.82	£ 68.82	£ -	£ -	£ 713.57	£ -	£ -	£ -	£ 1,245.73	£ 532.16
GAX18 Parties	£ -	£ -	£ -	£ -	£ -	£ -	£ 210.00	£ 210.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 210.00
	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Total	£ 13,595.32	£ 13,595.32	£ 11,178.11	£ 11,178.11	£10,669.52	£ 10,669.52	£12,469.59	£ 12,469.59	###	###	###	###	£13,111.44	£13,111.44	£12,936.18	£ 12,936.18	###	###	£ 11,975.49	£13,736.63	£ -	£14,131.52	£10,800.00	###	£ 156,002.74	£143,346.52
Sub-Total - General Account	£ 2,389.41	£ 2,758.93	£ 8,800.98	£ 9,705.29	£ 6,669.52	£ 6,113.00	£ 776.40	£ 750.31	£5,298.40	£3,794.65	£4,340.91	£4,028.42	£ 5,926.07	£ 6,114.82	£ 3,916.15	£ 4,228.99	£2,928.53	£2,813.26	£ 975.49	£ 1,554.21	£1,500.00	£ 3,960.95	£ 4,300.00	£ -	£ 24,634.01	£ 14,600.22

FUNDRAISING ACCOUNT

Income		Sep-23		Oct-23		Nov-23		Dec-23		Jan-24		Feb-24		Mar-24		Apr-24		May-24		Jun-24		Jul-24		Aug-24		To Current Mth	To Year End
		9		10		11		12		1		2		3		4		5		6		7		8			
Code		Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Actual	Forecast
FRY1	Fundraising	£ -	£ 544.97	£ -	£ 544.97	£ -	£ 544.97	£ -	£ 227.00	£ -	£ 227.00	£ -	£ 270.00	£ -	£ 270.00	£ 267.90	£ 27.43	£ 617.50	£ -	£ 617.50	£ -	£ -	£ -	£ -	£ 1,927.37	£ 1,336.40	
	Total	£ -	£ 544.97	£ -	£ 544.97	£ -	£ 544.97	£ -	£ 227.00	£ -	£ 227.00	£ -	£ 270.00	£ -	£ 270.00	£ 267.90	£ 27.43	£ 617.50	£ -	£ 617.50	£ -	£ -	£ -	£ -	£ 1,927.37	£ 1,336.40	

Expenditure		Sep-23		Oct-23		Nov-23		Dec-23		Jan-24		Feb-24		Mar-24		Apr-24		May-24		Jun-24		Jul-24		Aug-24		To Current Mth	To Year End
		Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Actual	Forecast
Code																											
FRX1	Fundraising	£ -	£ 449.00	£ 449.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 449.80	£ 449.00	
	Total	£ -	£ 449.00	£ 449.00	£ 449.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 449.80	£ 449.00	
Sub-Total - Fundraising Account		£ -	£ -	£ 95.97	£ 95.17	£ -	£ -	£ -	£ -	£ 227.00	£ 227.00	£ -	£ -	£ 270.00	£ 270.00	£ 267.90	£ 27.43	£ 617.50	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,477.57	£ 887.40	

Ducklings

Income		Sep-23		Oct-23		Nov-23		Dec-23		Jan-24		Feb-24		Mar-24		Apr-24		May-24		Jun-24		Jul-24		Aug-24		To Current Mth	To Year End
Code		9		10		11		12		1		2		3		4		5		6		7		8		Actual	Forecast
SAY8	Ducklings	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	
		£ -	£ -	£ -	£ 159.90	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 609.15	£ 1,108.70	
	Total	£ -	£ -	£ -	£ 159.90	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 609.15	£ 1,108.70	

Expenditure		Sep-23		Oct-23		Nov-23		Dec-23		Jan-24		Feb-24		Mar-24		Apr-24		May-24		Jun-24		Jul-24		Aug-24		To Current Mth	To Year End
Code		Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Actual	Forecast
GAX14	Ducklings	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
	Total	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	

Sub-Total - Ducklings		£ -	£ -	£ -	£ 159.90	£ 159.90	£ -	£ -	£ -	£ -	£ 175.00	£ 175.45	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 250.00	£ -	£ -	£ -	£ -	£ 609.15	£ 1,108.70
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PUDDLEDUCKS RESERVES 2023/2024

[illegible]

FRY1	Fundraising
GAY1	GAY1 - Fees*
GAY2	NCC Funding*
GAY3	Bursaries
GAY4	Milk Refunds
GAY5	Parent Purchases
GAY6	Bank interest
GAY7	Miscellaneous
GAY8	Ducklings
GAY9	Grants
FRX1	Fundraising
GAX1	Wages
GAX2	NI contributions
GAX3	Rent
GAX4	Education
GAX5	Admin (equipment)
GAX6	Admin (expendibles)
GAX7	Insurance
GAX8	Subscriptions
GAX9	Staff training
GAX11	Milk
GAX12	Gifts
GAX13	Miscellaneous
GAX14	Ducklings
GAX15	Premises costs
GAX16	Grants
GAX17	Fruit / Veg/snacks
GAX18	Parties

[illegible]

Opening Date:	01/09/23
Opening Balance:	41,720.17

[illegible]

£	158,458.59	£	184,589.25	64,413.19
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Balance B/fwd	£ 41,720.17
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Debits	£ 158,458.59
Credits	£ 184,589.25
Total Mastersheet	£ 67,850.83
General Acc as at 31.08.24	
F/R Acc as at 31.08.24	
Total Bank A/C	£ -

GENERAL ACCOUNT		
Account Opening Date: Opening Balance:		
Description of income or expense	Debit	Credit
INCOME FROM RUDULPH CARDS	£ -	£544.97
CHRISTMAS RAFFLE FUNDRAISING	£ -	£227.00
ICAN ICAN CHARITY R-C 2	£ -	£120.00
ICAN ICAN CHARITY R-C 2	£ -	£150.00
SMARTIE TUBE FUNDRAISING	£ -	£267.90
125164 QUARTER 1 2 EASY FUNDRAISING	£ -	£27.43
FUNDRAISING INCOME INTERNAL TRANSFER 23/24	£ 27.43	£0.00
PUDDLEDUCKS COMMUN FR INCOME TRANSFER (missing from	£ 590.07	
FUNDRAISING INCOME INTERNAL TRANSFER 23/24		
PUDDLEDUCKS COMMUN FR INCOME TRANSFER (missing from Puddleducks cashbook)		
NATIONAL SAVINGS A ASCO43455	£ -	£32.50
NATIONAL SAVINGS A ISCO14500	£ -	£37.50
NATIONAL SAVINGS A WAUN11893	£ -	£70.00
NATIONAL SAVINGS A FAUN65807	£ -	£70.00
OXBOROUGH H & D Otis Oxborough	£ -	£35.00
MULBARTON VILLAGE PUDDLEDUCKS RENT	£ 740.62	£0.00
DD PAYPAL PAYMENT 4EG2222E4LJBU	£ 25.49	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00
	£ -	£0.00

158,458.59

183,846.73

£

617.50

[illegible]

1787.1



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Puddleducks Pre-school Mulbarton

On accounts for the year
ended

31st August 2024

Charity no
(if any)

1027069

Set out on pages

(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 31/08/2024 YY.

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:

Christopher Lodge

Date:

20/10/2025

Name:

Christopher Lodge

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

MAAT

Address:

Logical Bookkeeping Services Ltd

3 Forge Orchards, Mulbarton

Norwich, NR14 8JH

Only complete if the examiner needs to highlight 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.

N/A

Accounts

Puddleducks Pre-school Mulbarton - Annual General Meeting

Wednesday 22th November 2023

Treasurer's Report

The Puddleducks financial year runs from 1st September to 31st August annually. This allows the management of Pre-school's finances in the context of admissions and staffing for each academic year.

During the 12-month accounting period, the Puddleducks totals were as follows:

Receipts - £114k (up on previous year)

Payments & Liabilities - £124k (up on previous year)

Net Receipts - **£-10k**(compared to £8k in previous year)

The accounts are in the process of being independently verified by and ready for submission to the Charities Commission.

Comparison to previous year:

	2022/23	2021/22
Receipts	£114k	£106k
Payments & Liabilities	£124k	£114k
Net Receipts	£-10k	£-8k

Intake for September 2023 has been great, every day we are almost at capacity and also have a waiting list which is brilliant news for us.

I believe even though Puddleducks had a small fee increase in January we are able to remain competitive with similar settings in the area. Puddleducks are also proud to continue providing snacks and evening meals, sourced locally from the Paddock Farm Shop, at no additional cost.

The most significant element of expenditure relates to staffing of the setting which accounts for 84% of expenditure. The next biggest expenditure is rent amounting to 7% of total expenditure.

Fundraising during the year has generated £1400 which is lower than last year but we haven't received any donations this year and due to no Christmas fair 2022 or this year it's expected to be lower.

We raised £500 from the summer raffle which was a brilliant so thank you to everyone that donated prizes, bought tickets and helped at the end of summer gathering.

At the year end, the Charity's free reserves amounted to £49,047. It is the Trustees' aim to maintain reserves in order to:

- meet redundancy liabilities should the setting have to close (current liability circa £10k);
- maintain a general contingency reserve equal to one term's outgoings (circa £35k);
- Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

To conclude, it was a fairly positive year for all at Puddleducks despite reporting a financial loss. Revenue was up on previous years however due to ever increasing running costs and general state of the country right now the continued support from the staff, committee, parents & carers to promote this excellent setting is even more important.

Natalie Palfrey
Treasurer

Puddleducks Budget Monitoring: Forecasts & Actuals 2022-2023
GENERAL ACCOUNT
Opening Balance @ 1 September 2022

Income		Sep-22		Oct-22		Nov-22		Dec-22		Jan-23		Feb-23		Mar-23		Apr-23		May-23		Jun-23		Jul-23		Aug-23	
		9		10		11		12		1		2		3		4		5		6		7		8	
Code		Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual
GAY1	Fees*	£ 1,738.10	£ 1,738.10	£ 1,585.50	£ 1,585.50	£ 2,143.42	£ 2,143.42	£ 1,070.71	£ 1,070.71	£1,862.15	£1,862.15	£1,796.20	£1,796.20	£ 3,129.52	£ 3,129.52	£2,074.70	£2,074.70	£3,819.24	£1,579.24	£ 4,519.24	£ 4,369.85	£3,291.93	£4,693.38	£ -	£2,223.15
GAY2	NCC Funding*	£ 6,190.00	£ 6,190.00		£ -	£ 5,022.00	£ 5,022.00	£ 6,722.86	£ 6,722.86	£1,405.50	£1,405.50	£9,232.00	£9,232.00	£ 9,379.16	£ 9,379.16	£16,883.60	£16,883.60	£6,392.00	£6,392.00	£10,585.28	£ 7,166.00	£17,938.96	£6,704.00	£ -	£9,602.27
GAY3	Bursaries		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
GAY4	Milk Refunds		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
GAY5	Parent Purchases		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
GAY6	Bank interest		£ -	£ 7.44	£ 7.44		£ -		£ -		£ -		£ -		£ -	£ 29.26	£ 29.26		£ -		£ -		£ -		£ -
GAY7	Miscellaneous		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
GAY9	Grants		£ -		£ -		£ -		£ -		£ -		£ -		£ -	£ 9.12	£ 9.12		£ -		£ -		£ -		£ -
			£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
			£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
	Total	£ 7,928.10	£ 7,928.10	£ 1,592.94	£ 1,592.94	£ 7,165.42	£ 7,165.42	£ 7,793.57	£ 7,793.57	£9,267.65	£9,267.65	#####	#####	£12,508.68	£12,508.68	£18,996.68	£18,996.68	#####	£17,971.24	£15,104.52	£11,535.85	#####	£11,397.38	£ -	#####

Expenditure		Sep-22		Oct-22		Nov-22		Dec-22		Jan-23		Feb-23		Mar-23		Apr-23		May-23		Jun-23		Jul-23		Aug-23	
Code		Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook
GAX1	Wages	£ 7,396.06	£ 7,396.06	£ 8,101.82	£ 8,101.82	£ 7,754.74	£ 7,754.74	£ 8,158.22	£ 8,158.22	£8,432.22	£8,432.22	£8,432.22	£8,432.22	£7,148.81	£7,148.81	£7,915.37	£7,915.37	£9,054.71	£9,054.71	£9,054.71	£8,669.10	£9,054.71	£10,994.40	£9,054.71	£9,504.26
GAX2	NI contributions	£ 410.62	£ 410.62	£ 601.78	£ 601.78	£ -	£ 649.84	£ -	£ 649.84	£ -	£ 421.72	£ 421.72	£ -	£ -	£ -	£ -	£ 450.00	£ 1.94	£ 450.00	£ 240.75	£ 450.00	£ -	£ 450.00	£ -	£ -
GAX3	Rent	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 735.00	£ 735.00	£ 821.86	£ 821.86	£ 751.76	£ 828.62	£ 751.76	£ 1,224.62	£ 751.76	£ 740.62	£ 751.76	£ 872.62
GAX4	Education		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ 264.00
GAX5	Admin (equipment)		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -	£ 50.00	£ -	£ 50.00	£ -	£ 50.00	£ 75.62	£ 50.00	£ 219.62
GAX6	Admin (expendibles)	£ 36.00	£ 36.00	£ 867.44	£ 867.44		£ -		£ -		£ -		£ -		£ -	£ 541.20	£ 541.20	£ 50.00	£ 656.36	£ 301.41	£ 50.00	£ 620.29	£ 50.00	£ 725.02	
GAX7	Insurance		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ 499.20		£ -		£ 39.84		£ -
GAX8	Subscriptions	£ 219.74	£ 219.74	£ 331.85	£ 331.85	£ 349.74	£ 349.74	£ 390.26	£ 390.26	£ 219.62	£ 219.62	£ 219.62	£ 219.62	£ 219.62	£ 219.62	£ 439.62	£ 439.62	£ 219.00	£ 241.32	£ 219.00	£ 219.62	£ 219.00	£ 144.00	£ 219.00	£ -
GAX9	Staff training		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ 246.70		£ -
GAX11	Milk		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
GAX12	Gifts		£ -		£ -		£ -		£ -		£ -		£ -		£ -	£ 22.28	£ 22.28		£ -		£ -		£ -		£ -
GAX13	Miscellaneous		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ 48.00		£ -		£ -		£ -
			£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
GAX15	Premises costs		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
GAX16	Grants		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
GAX17	Fruit / Veg/snacks		£ -		£ -		£ -	£ 360.06	£ 360.06		£ -		£ -	£ 377.10	£ 377.10		£ -		£ -		£ -	£ 400.00	£ -	£ -	£ -
GAX18	Parties		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -	£ 205.00		£ -	£ -
			£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
			£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -		£ -
	Total	£ 8,762.42	£ 8,762.42	£10,602.89	£10,602.89	£ 8,804.48	£ 8,804.48	£10,258.38	#####	£9,351.84	£9,351.84	£8,490.15	£8,490.15	£9,247.09	£9,247.09	£10,879.67	£10,879.67	£10,575.47	#####	£10,575.47	£12,980.80	£11,475.47	£12,952.17	£10,575.47	#####

Sub-Total - General Account		£- 834.32	£- 834.32	£- 9,009.95	£- 9,009.95	£- 1,639.06	£- 1,639.06	£- 2,464.81	£- 2,464.81	£- 84.19	£- 84.19	£2,538.05	£2,538.05	£ 3,261.59	£ 3,261.59	£ 8,117.01	£ 8,117.01	£- 304.23	#####	£ 4,529.05	£- 1,444.95	£- 244.58	£- 1,554.79	#VALUE!	£ 239.90
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To Current Mth

Actual
£ 28,265.92
£ 90,699.39
£ -
£ -
£ -
£ 36.70
£ -
£ -
£ 9.12
£ -
£ -
£ 119,011.13

To Year End

Forecast
£27,090.71
£85,751.36
£ -
£ -
£ -
£ 36.70
£ -
£ -
£ 9.12
£ -
£ -
£112,887.89

Summary to Current Period

Actual income	£124,309.75
Actual expenses	£129,821.15
Actual profit	£-5,511.40
Forecasted income to EOY	£114,506.40
Forecasted expenditure to EOY	£123,864.74
Forecasted profit to EOY	£-9,358.34

Account Balances to current period

General Account		
Opening Balance	£42,545.85	
Activity to current period	£ (3,762.75)	
Closing Balance	£38,783.10	
Fundraising Account		
Opening Balance	£ 6,501.01	
Activity to current period	£ 699.23	
Closing Balance	£ 7,200.24	
Total Closing Balance	£45,983.34	

FUNDRAISING ACCOUNT

Income		Sep-22		Oct-22		Nov-22		Dec-22		Jan-23		Feb-23		Mar-23		Apr-23		May-23		Jun-23		Jul-23		Aug-23	
		9		10		11		12		1		2		3		4		5		6		7		8	
Code		Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual
FRY1	Fundraising	£ 160.00	£ 160.00	£ 314.91	£ 314.91	£ 12.77	£ 12.77	£ 528.02	£ 528.02	£ 23.31	£ 23.31	£ -	£ -	£ -	£ -	£ -	£ -	£ 53.36		£ 1,935.29		£ 552.74		£ 339.00	
	Total	£ 160.00	£ 160.00	£ 314.91	£ 314.91	£ 12.77	£ 12.77	£ 528.02	£ 528.02	£ 23.31	£ 23.31	£ -	£ -	£ -	£ -	£ -	£ -	£ 53.36	£ -	£ 1,935.29	£ -	£ 552.74	£ -	£ 339.00	

To Current Mth

Actual
£ 3,919.40
£ 3,919.40

To Year End

Forecast
£ 1,039.01
£ 1,039.01

Expenditure		Sep-22		Oct-22		Nov-22		Dec-22		Jan-23		Feb-23		Mar-23		Apr-23		May-23		Jun-23		Jul-23		Aug-23	
Code		Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook
FRX1	Fundraising		£ -		£ -	£ 495.76	£ 495.76	£ 384.87	£ 384.87	£ 385.40	£ 385.40	£ 105.14	£ 105.14	£ 100.00	£ 100.00	£ 1,749.00	£ 1,749.00		£ -		£ -		£ -		£ -
	Total	£ -	£ -	£ -	£ -	£ 495.76	£ 495.76	£ 384.87	£ 384.87	£ 385.40	£ 385.40	£ 105.14	£ 105.14	£ 100.00	£ 100.00	£ 1,749.00	£ 1,749.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -

Sub-Total - Fundraising Account		£ 160.00	£ 160.00	£ 314.91	£ 314.91	£- 482.99	£- 482.99	£ 143.15	£ 143.15	£- 362.09	£- 362.09	£- 105.14	£- 105.14	£- 100.00	£- 100.00	£- 1,749.00	£- 1,749.00	£ -	£ 53.36	£ -	£ 1,935.29	£ -	£ 552.74	£ -	£ 339.00
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To



Report to the trustees/
members of

On accounts for the year ended

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023

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").

Independent examiner's statement

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.

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:

05/08/2023

Name:

TRACEY ANDREWS

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

FMAT

Address:

MAG ACCOUNTANCY SERVICES
GROUND FLOOR OFFICE, VANQUISH HOUSE
WELLSLEY ROAD, NEWBISH NR15 2PD

Only complete if the examiner needs to highlight 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.

N/A
CH

Accounts

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

PUDDLEDUCKS COMMUNITY PLAYGROUP

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2022

Charity number: 1027069

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

Contents	Page No.
Report of the Trustees	1 - 6
Receipts and Payments Account	7
Statement of Assets and Liabilities	7
Independent Examiner's Report	8
Chairperson, Treasurer and Lead Practitioner Reports	Appendix 1

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

REPORT OF THE TRUSTEES

The Trustees are pleased to present their report, together with the financial statements for the year ended 31 August 2022.

Reference and administration details

Charity name: Puddleducks Community Playgroup

Charity registration number: 1027069

Address of charity: Jubilee Room
Mulbarton Village Hall
The Common
Mulbarton
Norwich
NR14 8AE

Trustees: E Maginn (Chairperson)
A Watson (Treasurer)
H Wright - Secretary
M Frost (Safeguarding Officer)
A Browne
E Mills
P Fulcher
S Small

Associates: N/A

Lead Practitioner: S Webster

Bookkeeper: N Lee

Administrator: D Fiddeman

Bankers: The Co-operative Bank
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

Independent Examiner: Aldous & Saunders

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

Structure, governance and management

Governing document

Puddleducks Community Playgroup was established in 1993. Its constitution was adopted on 4 October 1993 and registered with the Charity Commission (registration number 1027069) on 13 October 1993. An amendment to the constitution was made on 16 October 2015 and submitted to the Charity Commission.

Appointment and recruitment of Trustees

The Trustees are appointed each year at the Annual General Meeting.

The committee of Trustees shall consist of:

- 3 officers (Chairperson, Secretary, Treasurer);
- Not less than 4 nor more than 9 other elected Trustees;
- Up to 3 co-options, at the discretion of the committee.

At least two-thirds of the committee members, including co-opted members, shall at the time of election or co-option be parents of guardians of Children in the setting.

Trustees' induction and training

All new Trustees will be provided with copies of:

- The Charity's constitution
- The latest accounts of the Charity

and are encouraged to read Charity Commission guidance notes CC3 - "The Essential Trustee".

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

Risk management

The Trustees actively review the major risks which the Charity faces on a regular basis and have established systems to mitigate the risks as far as possible, within practical and financial constraints.

Organisational structure

The Trustees administer the Charity and meet 11 times a year to review fee and grant income and discuss and approve forthcoming charitable expenditure.

Objectives and activities

The objects of the Charity are 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.

Achievements and performance

The setting was subject to an Ofsted inspection in September 2016 and achieved a good rating.

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

Reports of the Chairperson, Treasurer and Lead Practitioner are included in the attached appendix to the financial statements.

Public benefit

The Trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the Charity's activities they have had regards to this guidance.

Plans for future periods

The Trustees' financial plans for the coming year are:

- Continue and use existing Fundraising to:
 - o Subsidise end of term trips and preschool trip
 - o Subsidise play and stay sessions,
 - o Fund end of term party and leavers' gifts,
 - o Fund Christmas party and children gifts
 - o Fund work done to improve the inside and outside spaces and ongoing maintenance
- Maintain the contingency fund already established to cover the cost of statutory redundancies in the unlikely event of closure (and regularly monitor the adequacy of this fund);
- Minimise further depletion of the general reserves to ensure the financial viability of the Charity;

Financial review

The Charity is funded by fee income and local authority funding. Total receipts amounted to £106,268 and after payments of £111,617 and liabilities of £2,150, net income for the year amounted to £(7,499).

The Trustees consider the year end financial position to be in line with budgeted expectations and confirm that the Charity can currently meet all known obligations.

Reserves policy

At the year end, the Charity's free reserves amounted to £49,047. It is the Trustees' aim to maintain reserves in order to:

1. meet redundancy liabilities should the setting have to close;
2. maintain a general contingency reserve equal to one term's outgoings;
3. Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

Signed on behalf of the Trustees

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

Dr. E. Maginn
Chairperson
16/02/2023

RECEIPTS AND PAYMENTS ACCOUNT

	2022	2021
Income receipts	£	£
Fees	24,204	13,215
Early Years Funding	77,837	73,006
Bursaries	-	-
Milk refunds	-	-
Parent purchases	-	-
Bank Interest	1	-
Sundry income	396	-
Grants	-	6,794
Ducklings	894	-
Fundraising income	2,937	1,214
	<u>106,268</u>	<u>94,228</u>
Charitable expenditure		
Wages	92,957	69,356
Rent	8,569	7,283
Education	-	-
Admin equipment	388	835
Admin expenses	2,031	1,212
Insurance	444	935
Yearly subscriptions	2,506	2,729
Staff training	610	-
Milk / Fruit & Veg	648	644
Gifts	-	-
Premises expenses	-	-
Grants expended	-	-
Sundry expenses	48	-1,340
Ducklings	1,285	-
Parties	-	-
Fundraising expenses	2,131	3,454
	<u>111,617</u>	<u>85,110</u>
Other payments		
VH Maintenance Contribution	-	350
Independent Examiner's fees	48	48
August Wages *	2,100	6,500
	<u>2,150</u>	<u>6,900</u>
Net receipts for the year	<u>(7,499)</u>	<u>2,219</u>
Cash and bank balances at start of year	<u>54,396</u>	<u>45,277</u>
Cash and bank balances		

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

at year end	<u>49,047</u>	<u>54,396</u>
-------------	----------------------	----------------------

* Figure stated represents difference between August wages from prior year and current year as wages amount stated above includes prior year figures due to it being paid in the September. It should be noted that the data above represents performance of the financial year only. Full liability for August wages shown in next section "statement of Assets and Liabilities"

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

STATEMENT OF ASSETS AND LIABILITIES

	2022 £	2021 £
Cash funds		
Bank Current account	42,546	49,285
Bank Fundraising account	6,501	5,111
	<u>49,047</u>	<u>54,396</u>
Current Assets		
Income: Autumn Fees	-	-
Income: Ducklings	-	-
	-	-
Current Liabilities		
Purchases	-	-
Fundraising	-	-
VH Maintenance Contribution	-	350
Wages/PAYE/NI	7500	6,500
Rent (Scout hut) Duckling	-	-
IE Fee	50	50
	<u>7,550</u>	<u>6,900</u>

These financial statements were approved by the Trustees on 28th November 2022 and are signed on their behalf by:

E Maginn
Chairperson

A Watson
Treasurer

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

INDEPENDENT EXAMINER'S REPORT



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

Charity Name
PUDDLEDUCKS COMMUNITY PLAYGROUP

On accounts for the year
ended

31st August 2022

Charity no
(if any)

Set out on pages

(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

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:

27/03/2023

Name:

TRACEY ALDOUS

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

FMAAT

Address:

TAG ACCOUNTANCY SERVICES
GROUND FLOOR OFFICE VANQUISH HOUSE
WELLESLEY ROAD, NORWICH, NORFOLK, NR15 2AD

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

N/A.

CHAIRPERSONS REPORT

1. Welcome:

Welcome everybody to the Puddleducks 2022 AGM meeting.

As I am sure you are aware, Puddleducks is charity run by a management committee, and required to present financial records to you on behalf of the committee.

We present to our members – who are you: The current parents & carers of our attending children.

We require a minimum 7 members to attend an AGM to be Quorate. This keeps us legally in line with our charitable constitution.

Check whether Quorate?

2. Apologies for absences

3. Sign off minutes of previous AGM meeting

I've reviewed the previous minutes and am happy, does anyone else have any comments or questions regarding the AGM meeting on 8th June 2022?

Following on from the June AGM, WE made the members aware that the Committee had voted to amend the minimum number of Trustees required to form the Management committee, and pending Solicitors advise, we had planned to put these changes to the Constitution forward at this meeting.

I'm pleased to say that the solicitors have advised that if the Members approve the changes, then we can officially approve these changes to the constitution.

Just to briefly summarise:

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

Currently, Puddleducks requires a management committee composed of
3 Officers (Chair, Treasurer and Secretary)
Between 4 – 9 trustees
And up to 3 co-opted members.

Of these – 2 thirds, need to have children in the setting at the time of being voted in, and each member can serve up to 4 years.

Recently this has presented a problem in that often very good committee members need to step down, because their child leave the setting and moved up to school. Even if they want to stay, they can't
And so the committee lose valuable experience, and often struggles to replace outgoing members

We propose to reduce the minimum number of trustees down to just the 3 officers (which is standard for most charities) and also allow not just parents of current children to join, but also wider family members, and family members of former children, as well as anyone local, with skills or experience that the committee deem useful.

You were all previously sent a copy of the old Constitution, but I have highlighted the areas that we propose to change here:

(Screen shot)

Does anyone have any questions on this?

If not, can we put these amendments to the vote of Members please, so that we can formally adopt this Constitution?

4. Presentation of annual reports

4.1. Chair's report

Chairs Report:

Thanks to Committee:

First of all, I would like to thank the outgoing Committee member, Paul for his hard work and attendance over recent years. He has been great to work with and has always been there to help, especially with the charitable events that we have put on.

I also want to thank the current committee members who are staying on for another year. Emma, Matt and Amy who joined following the 2020 AGM.

I also want to give personal thanks to Hayley, who has worked incredibly hard as Secretary, and setting up the Governor hub

And special thanks Ash who has been a fantastic Treasurer, and who, along with myself is required to step down at this meeting.

Thanks to Staff:

I do also want to thank Sarah and all the staff on behalf of all of us. Puddleducks would be nothing without the dedication of Sarah and the Puddleducks team.

I'm glad to report that we have recruited some new staff to bolster the ranks, which I will let Sarah speak about in her report.

The Early Years sector has become increasingly tough. Both as a career choice and as a business. But despite this, Puddleducks (and our staff) continue to give a first-class experience for the children that attend, as we have now, for over 30 years.

So, for this, The Committee thank them for their dedication and hard work in such challenging times.

Challenges:

The hard work and experience of the staff was highlighted by the OFSTED inspector during their recent visit.

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

For all of the elements that related to the Setting, the staff and the quality of education the setting was rated as Good

Inspection date: 22 June 2022

Overall effectiveness	Requires improvement
The quality of education	Good
Behaviour and attitudes	Good
Personal development	Good
Leadership and management	Requires improvement
Overall effectiveness at previous inspection	Good

Unfortunately, due to an administration error in registering committee members, that really should have been picked up by me, the setting received an overall Requires Improvement grade.

The silver lining is that the committee jumped into action and submitted all the required documentation, before the Inspectors deadline, and we have revised our internal process to ensure that this cannot happen again.

I know this was a real blow to the staff and the motivation of the Team, so I do apologise that it was a Committee Admin error that caused the rating to be lowered. An inspection should happen by the end of the year and I'm sure that our Good status will be reinstated.

Maintaining Best Practice Care & Staff levels:

We will strive to reduce overheads and excessive costs where possible, but we still commit to maintaining best practice staffing levels, training and child care

As you will hear from the Treasurers report, 2021-2022 continues to be challenging financially too. However, we do currently have 35

registered children, and a number of sessions are reasonably busy, but we do have quite a few spaces available

We currently have 13 children of 1 & 2 years old on the waiting list. And although numbers are currently down on last year, for the past 3 months are almost double from this time last year, which is very positive.

As a committee and staff team, we obviously need to work hard at ensuring Puddleducks maintains our current service levels, and actively keeps attracting new children to the setting.

4.2. Treasurer's report

4.3. Lead Practitioner's report

5. Arrangement for verification of accounts

6. Appointment of new committee members

Thanks for voting through the new constitutional changes

While this means that we do now only require 3 no officers to maintain a quorum, the value of active committee members cannot be underestimated.

We really do want an active and experienced management committee, so please do consider joining.

Committee Commitments:

Historically, the Committee have met one evening a month, 12 times per year. But we are aware that this can be a big commitment for busy parents.

Again, this year, we have planned for 6 committee meetings, roughly 2 months apart.

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

This Year we have 3 committee members who have served the maximum 4 years term, and are required to step down at this meeting.

Committee meetings are used to discuss and vote on core management issues and policies that steer Puddleducks as an Early Years provider. It allows staff, committee and parents, the opportunity to voice any concerns or suggest areas of improvement. It is also the time when we officially vote in any changes to things such as fees, new policies etc.

While we do not require attendance at every meeting, and we can be flexible with dates, we do need at least 4no committee members to attend when we vote.

Even if you don't want to commit to an acting committee member, you are very welcome to join in an help with organising or supporting the summer Fete. This year Hayley Wright will be leading the fundraising team, and planning events for the coming year.

8. AOB

9. Future Meetings

- Christmas stay and play 17 th December 14:00-15:30
- Committee meeting 16 th January 2023 19:30

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

TREASURERS REPORT

Puddleducks Playgroup - Annual General Meeting

Monday 28th November 2022

Treasurer's Report

The Puddleducks financial year runs from 1st September to 31st August annually. This allows the management of Playgroup's finances in the context of admissions and staffing for each academic year.

During the 12 month accounting period, the Puddleducks totals were as follows:

Receipts	-	£106k (up 13% on previous year)
Payments & Liabilities	-	£114k (up 24% on previous year)
Net Receipts	-	£-8k (compared to £2k in previous year)

The accounts are in the process of being independently verified ready for submission to the Charities Commission.

Comparison to previous year:

	2021/22	2020/21
Receipts	£106k	£94k
Payments & Liabilities	£114k	£92k
Net Receipts	£-8k	£2k

Despite initial uncertainty around intake and the continued pressure on financial performance we maintained the fees for unfunded hours at the rates set in April 21. This meant that Puddleducks were able to remain competitive with similar settings in the area. Puddleducks are also proud to continue providing snacks, sourced locally from the Paddock Farm Shop, at no additional cost.

The most significant element of expenditure relates to staffing of the setting which accounts for 82% of expenditure. The next biggest expenditure is rent amounting to 8% of total expenditure.

Fundraising during the year has generated £2,937 from a number of sources including a generous donation of £400 from Pymm & Co, £105 from JMP, £1,394 from the Christmas fair, a refund of £763 for some outdoor play equipment that was never delivered and a small balance from Amazon Smile. £2,131 was used to fund the purchase of new equipment & materials, maintaining the garden, stock for the Christmas fair and end of year parties for the children. This leaves a fundraising in profit at £805 for the year.

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

At the year end, the Charity's free reserves amounted to £49,047. It is the Trustees' aim to maintain reserves in order to:

- meet redundancy liabilities should the setting have to close (current liability circa £18k);
- maintain a general contingency reserve equal to one term's outgoings (circa £35k);
- Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

To conclude, it was a fairly positive year for all at Puddleducks despite reporting a financial loss. Revenue was up on previous years however due to ever increasing running costs and a drop in intake we now face a tricky financial period. This makes the continued support from the staff, committee, parents & carers to promote this excellent setting even more important.

Ashley Watson
Treasurer

LEAD PRACTITIONERS REPORT

Lead Practitioners Report November 2022

The academic year 2021-2022 started with covid still in the background, but as the year progressed, we have been able to return to a more normal Puddleducks and despite a covid closure early into the new year due to the staff team contracting covid we have remained open throughout. We have continued to offer many different kinds of learning experiences for the children at Puddleducks. We have purchased some new equipment, a new role play kitchen and wooden accessories, new water and sand toys and some new resources to encourage pencil hold and fine motor skills.

The children celebrated Chinese New Year, tasting noodles and prawn crackers, they even used chop sticks and enjoyed moving and dancing like the Chinese dragon. We tasted pancakes on Pancake Day. We enjoyed the long hot summer days out in the Puddleducks garden with lots of water play and cooling ice pops.

Continuing through the year have been various growing projects. With the ongoing regeneration of our allotment garden by the management committee and parents the children have been able to grown peas, beans, strawberries, sweetcorn (we didn't get to eat this as the rabbits got to it first!), pears and pumpkins. All of their produce has been used for snack, in soup making and to take home. The children were fascinated by our caterpillars and watching them grow before becoming butterflies which the children helped release into the Puddleducks garden.

In November 2021 after a delayed reopening we welcomed Charlotte and Lucy to run our parent and child group Ducklings and with Charlotte and Lucy at the helm it continues to be a popular session on a Wednesday morning, with lots of young children and their parents joining us for activities.

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2022

In the summer term we were able to visit the local primary school with the children who were transitioning across to them in September and welcomed the teaching staff to visit the children at Puddleducks. We also worked closely with four other Primary schools that were receiving children from Puddleducks.

We were able to hold our Preschool leaver afternoon again; we welcomed parents and family and said an emotional goodbye to the pre-school children as they started their journey through` school. We had a lovely afternoon, looking back at their time with us and seeing just how much they had grown and developed over the time with us.

We also had a long overdue Ofsted inspection and although the staff team were disappointed with the outcome, we are very proud of our achievements and all of the fantastic comments we received from our families in support of Puddleducks and all that we do. We continue to work towards the outcomes and recommendations as set out in the report from Ofsted.

The end of term was celebrated with a party, all children attended and were entertained by James D Party Time and we finished with a picnic in the Puddleducks garden.

The new academic year has begun well, we have welcomed new children and their families to Puddleducks, as well as welcoming back the children who were already on register with us.

This year has also seen changes to the staff team. We welcomed Katherine as a one to one support and Chloe into the Puddleducks team fulltime. We said goodbye to Dani and have welcomed Sarah 'Daisies' and Debs to the team. They have both settled well in to the Puddleducks team, forming strong relationships with the children and other staff members. We are also supporting Anna O'Mara with her studies and training on the Early years' educator level 2.

I would like to take this opportunity to thank the staff team for all of their dedication and commitment, the activities and learning

experiences that the children have enjoyed over the past academic year would not have been possible without their hard work.

The staff continue to attend training. Anna completed her Early years Educator Level 3 and was promoted to room supervisor two days a week as well as continuing with the assistant practitioner role.

The staff team and I would like to say 'Thank you' to the outgoing committee for all of their hard work behind the scenes and support that they have offered the staff team over the last year and for some of them it's the end of a long Puddleducks journey.

I would also like to thank the parents and extended family members for their continued support in all we do at Puddleducks.

Thank you.

RECEIPTS AND PAYMENTS ACCOUNT										
FOR THE YEAR ENDED 31 AUGUST 2021										
	Month	-4								
	Pro-rata'd					Full Year				
	2022	2021	Movement			2022	2021	Movement		
	£	£				£	£			
Income receipts										
Fees	- 8,068	- 4,405	(3,663)			24,204	13,215	10,989		
Early Years Funding	- 25,946	- 24,335	(1,610)			77,837	73,006	4,831		
Bursaries	-	-	0			-		0		
Milk refunds	-	-	0			-		0		
Parent purchases	-	-	0			-		0		
Bank Interest	- 0	-	(0)			1		1		
Sundry Income	- 132	-	(132)			396		396		
Grants	-	- 2,265	2,265			-	6,794	(6,794)		
Ducklings	- 298	-	(298)			894		894		
Fundraising income	- 979	- 405	(574)			2,937	1,214	1,723		
	- 35,423	- 31,410	(4,013)			106,268	94,229	12,039		
Charitable expenditure										
Wages	- 30,986	- 23,119	(7,867)			92,957	69,356	23,601		
Rent	- 2,856	- 2,428	(429)			8,569	7,283	1,286		
Education	-	-	0			-		0		
Admin equipment	- 129	- 278	149			388	835	(447)		
Admin expenses	- 677	- 404	(273)			2,031	1,212	819		
Insurance	- 148	- 312	164			444	935	(491)		
Yearly subscriptions	- 835	- 910	74			2,506	2,729	(223)		
Staff training	- 203	-	(203)			610		610		
Milk / Fruit & Veg	- 216	- 215	(1)			648	644	4		
Gifts	-	-	0			-		0		
Premises expenses	-	-	0			-		0		
Grants expended	-	-	0			-		0		
Sundry expenses	- 16	447	(463)			48	- 1,340	1,388		
Ducklings	- 428	-	(428)			1,285		1,285		
Parties	-	-				-		0		
Fundraising expenses	- 710	- 1,151	441			2,131	3,454	(1,323)		
	- 37,206	- 28,369	(8,836)			111,617	85,108	26,509		
Other Payments / Accruals										
VH Maintenance	-	- 117	117				350	(350)		
Independent Examiner's fees	- 17	- 16	(1)			50	48	2		
Indep. Audit Fees (prior year already included in wages above)	- 700	- 2,167	1,467			2,100	6,500	(4,400)		
	- 717	- 2,299	1,583			2,150	6,898	- 4,748		
Net receipts for the year	2,500	(741)	3,241			(7,499)	2,223	(9,722)		

Puddleducks Budget Monitoring: Forecasts & Actuals 2021-2022

GENERAL ACCOUNT

Opening Balance @ 1 September 2021

Income		09/21		10/21		11/21		12/21		01/22		02/22		03/22		04/22		05/22		06/22		07/22		08/22	
Code		9		10		11		12		1		2		3		4		5		6		7		8	
		Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual
GAY1	Fees*	£ 1,221.75	£ 1,221.75	£ 2,327.06	£ 2,327.06	£ 3,242.35	£ 3,242.35	£ 1,737.46	£ 1,737.46	£ 2,193.46	£ 2,193.46	£ 857.76	£ 857.76	£ 2,529.01	£ 2,529.01	£ 1,257.60	£ 1,257.60	£ 2,291.00	£ 2,291.00	£ 2,851.75	£ 2,851.75	£ 2,936.41	£ 2,936.41	£ 757.90	£ 757.90
GAY2	NCC Funding*	£ 7,822.00	£ 7,822.00	£ 6,479.00	£ 6,479.00	£ 3,739.27	£ 3,739.27	£ 5,976.08	£ 5,976.08	£ 7,020.00	£ 7,020.00	£ 8,176.00	£ 8,176.00	£ 8,060.41	£ 8,060.41	£ 5,635.27	£ 5,635.27	£ 4,840.00	£ 4,840.00	£ 14,277.50	£ 14,277.50	£ -	£ -	£ 5,810.97	£ 5,810.97
GAY3	Bursaries	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAY4	Milk Refunds	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAY5	Parent Purchases	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAY6	Bank interest	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 1.10	£ 1.10	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAY7	Miscellaneous	£ 396.00	£ 396.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAY9	Grants	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	Total	£ 9,439.75	£ 9,439.75	£ 8,806.06	£ 8,806.06	£ 6,981.62	£ 6,981.62	£ 7,713.54	£ 7,713.54	£9,213.46	£9,213.46	£9,033.76	£9,033.76	£10,589.42	£10,589.42	£ 6,893.97	£6,893.97	£7,131.00	£7,131.00	£ 17,129.25	£17,129.25	£2,936.41	£ 2,936.41	£ 6,568.87	£6,568.87

Expenditure		09/21		10/21		11/21		12/21		01/22		02/22		03/22		04/22		05/22		06/22		07/22		08/22	
Code		Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook
GAX1	Wages	£ 5,460.43	£ 5,460.43	£ 7,570.60	£ 7,570.60	£ 7,705.34	£ 7,705.34	£ 7,340.15	£ 7,340.15	£ 7,859.50	£ 7,859.50	£ 7,408.01	£ 7,408.01	£ 6,674.87	£ 6,674.87	£ 7,346.19	£ 7,346.19	£ 6,799.50	£ 6,799.50	£ 6,977.05	£ 6,977.05	£ 7,675.44	£ 7,675.44	£ 8,720.75	£ 8,720.75
GAX2	NI contributions	£ 266.48	£ 266.48	£ 682.24	£ 682.24	£ 488.84	£ 488.84	£ 451.68	£ 451.68	£ 330.12	£ 330.12	£ 385.24	£ 385.24	£ 380.36	£ 380.36	£ 403.56	£ 403.56	£ 497.52	£ 497.52	£ -	£ -	£ 565.18	£ 565.18	£ 968.34	£ 968.34
GAX3	Rent	£ 606.91	£ 606.91	£ -	£ -	£ 1,213.82	£ 1,213.82	£ 816.91	£ 816.91	£ 766.91	£ 766.91	£ 606.91	£ 606.91	£ -	£ -	£ 1,493.09	£ 1,493.09	£ 700.00	£ 700.00	£ 700.00	£ 700.00	£ 964.00	£ 964.00	£ 700.00	£ 700.00
GAX4	Education	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAX5	Admin (equipment)	£ 122.94	£ 122.94	£ -	£ -	£ 99.99	£ 99.99	£ -	£ -	£ -	£ -	£ -	£ -	£ 13.50	£ 13.50	£ -	£ -	£ -	£ -	£ -	£ -	£ 75.62	£ 75.62	£ 75.50	£ 75.50
GAX6	Admin (expendibles)	£ -	£ -	£ -	£ -	£ 284.81	£ 284.81	£ 372.35	£ 372.35	£ 286.98	£ 286.98	£ -	£ -	£ 37.53	£ 37.53	£ 61.53	£ 61.53	£ 675.60	£ 675.60	£ 64.57	£ 64.57	£ 103.81	£ 103.81	£ 144.00	£ 144.00
GAX7	Insurance	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 444.38	£ 444.38	£ -	£ -
GAX8	Subscriptions	£ 187.87	£ 187.87	£ 297.12	£ 297.12	£ 307.87	£ 307.87	£ 341.59	£ 341.59	£ 187.87	£ 187.87	£ 187.99	£ 187.99	£ 188.23	£ 188.23	£ 418.07	£ 418.07	£ 194.78	£ 194.78	£ 194.30	£ 194.30	£ -	£ -	£ -	£ -
GAX9	Staff training	£ -	£ -	£ 610.00	£ 610.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAX11	Milk	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 7.83	£ 7.83	£ -	£ -
GAX12	Gifts	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAX13	Miscellaneous	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 48.00	£ 48.00	£ -	£ -	£ -	£ -	£ -	£ -
GAX15	Premises costs	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAX16	Grants	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
GAX17	Fruit / Veg/snacks	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 5.13	£ 5.13	£ -	£ -	£ -	£ -	£ -	£ -	£ 22.83	£ 22.83	£ -	£ -	£ 611.98	£ 611.98	£ -	£ -
GAX18	Parties	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	Total	£ 6,644.63	£ 6,644.63	£ 9,159.96	£ 9,159.96	£10,100.67	£ 10,100.67	£ 9,322.68	£ 9,322.68	£9,436.51	£9,436.51	£8,588.15	£8,588.15	£ 7,294.49	£ 7,294.49	£ 9,722.44	£9,722.44	£8,938.23	£8,938.23	£ 7,935.92	£ 7,935.92	###	£10,448.24	£10,608.59	###

Sub-Total - General Account		£ 2,795.12	£ 2,795.12	£ 353.90	£ 353.90	£ 3,119.05	£ 3,119.05	£ 1,609.14	£ 1,609.14	£ 223.05	£ 223.05	£ 445.61	£ 445.61	£ 3,294.93	£ 3,294.93	£ 2,828.47	£2,828.47	£1,807.23	£1,807.23	£ 9,193.33	£ 9,193.33	£7,511.83	£ 7,511.83	£ 4,039.72	£4,039.72
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FUNDRAISING ACCOUNT

Income		09/21		10/21		11/21		12/21		01/22		02/22		03/22		04/22		05/22		06/22		07/22		08/22	
Code		9		10		11		12		1		2		3		4		5		6		7		8	
		Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual
FRY1	Fundraising	£ 763.19	£ 763.19	£ 400.00	£ 400.00	£ -	£ -	£ 1,510.54	£ 1,510.54	£ -	£ -	£ 53.88	£ 53.88	£ -	£ -	£ -	£ -	£ 11.55	£ 11.55	£ 18.61	£ 18.61	£ 167.40	£ 167.40	£ 11.58	£ 11.58
	Total	£ 763.19	£ 763.19	£ 400.00	£ 400.00	£ -	£ -	£ 1,510.54	£ 1,510.54	£ -	£ -	£ 53.88	£ 53.88	£ -	£ -	£ -	£ -	£ 11.55	£ 11.55	£ 18.61	£ 18.61	£ 167.40	£ 167.40	£ 11.58	£ 11.58

Expenditure		09/21		10/21		11/21		12/21		01/22		02/22		03/22		04/22		05/22		06/22		07/22		08/22	
		Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook	Forecast	Cashbook
Code																									
FRX1	Fundraising	£ 342.97	£ 342.97	£ -	£ -	£ 617.83	£ 617.83	£ -	£ -	£ 205.00	£ 205.00	£ 100.00	£ 100.00	£ -	£ -	£ 107.28	£ 107.28	£ 417.05	£ 417.05	£ -	£ -	£ 341.32	£ 341.32	£ -	£ -
	Total	£ 342.97	£ 342.97	£ -	£ -	£ 617.83	£ 617.83	£ -	£ -	£ 205.00	£ 205.00	£ 100.00	£ 100.00	£ -	£ -	£ 107.28	£ 107.28	£ 417.05	£ 417.05	£ -	£ -	£ 341.32	£ 341.32	£ -	£ -

Sub-Total - Fundraising Account		£ 420.22	£ 420.22	£ 400.00	£ 400.00	£ 617.83	£ 617.83	£ 1,510.54	£ 1,510.54	£ 205.00	£ 205.00	£ 46.12	£ 46.12	£ -	£ -	£ 107.28	£ 107.28	£ 405.50	£ 405.50	£ 18.61	£ 18.61	£ 173.92	£ 173.92	£ 11.58	£ 11.58
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Ducklings

Income		09/21		10/21		11/21		12/21		01/22		02/22		03/22		04/22		05/22		06/22		0
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7	421	08/07/2022
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Opening Date:0
Opening Balance:

Budget Code	Budget Code Description	Amount Debit	Amount Credit
GAX1	Wages	£ 1,301.44	
GAX1	Wages	£ 182.66	
GAX2	NI contributions	£ 266.48	
GAX1	Wages	£ 229.86	
GAX1	Wages	£ 285.46	
GAX1	Wages	£ 481.14	
GAY2	NCC Funding*		£ 6,535.00
GAX1	Wages	£ 962.30	
GAX1	Wages	£ 729.62	
GAX1	Wages	£ 655.06	
GAX1	Wages	£ 503.42	
GAX1	Wages	£ 129.47	
GAX5	Admin (equipment)	£ 122.94	
FRX1	Fundraising	£ 193.37	
GAY2	NCC Funding*		£ 1,287.00
FRY1	Fundraising		£ 763.19
GAY1	GAY1 - Fees*		£ 94.50
GAY1	GAY1 - Fees*		£ 236.25
GAY1	GAY1 - Fees*		£ 270.00
GAY1	GAY1 - Fees*		£ 308.25
GAY1	GAY1 - Fees*		£ 110.25
GAY7	Miscellaneous		£ 66.00
GAY1	GAY1 - Fees*		£ 202.50
GAX8	Subscriptions	£ 69.07	
GAY7	Miscellaneous		£ 132.00
GAY7	Miscellaneous		£ 132.00
GAY7	Miscellaneous		£ 66.00
GAX8	Subscriptions	£ 118.80	
GAX3	Rent	£ 606.91	
FRX1	Fundraising	£ 149.60	
GAY2	NCC Funding*		£ 6,479.00
GAY1	GAY1 - Fees*		£ 141.75
GAX8	Subscriptions	£ 109.25	

GAY1	GAY1 - Fees*		£ 81.00
GAX1	Wages	£ 136.54	
GAX1	Wages	£ 229.86	
GAX1	Wages	£ 285.46	
GAX1	Wages	£ 333.34	
GAX1	Wages	£ 453.75	
GAX2	NI contributions	£ 682.24	
GAX1	Wages	£ 787.12	
GAX1	Wages	£ 875.64	
GAX1	Wages	£ 912.19	
GAX1	Wages	£ 1,800.36	
GAY1	GAY1 - Fees*		£ 453.24
GAX9	Staff training	£ 61.00	
GAX1	Wages	£ 1,033.15	
GAX1	Wages	£ 221.59	
GAX1	Wages	£ 501.60	
GAY1	GAY1 - Fees*		£ 81.00
GAY1	GAY1 - Fees*		£ 121.50
GAY1	GAY1 - Fees*		£ 202.50
GAY1	GAY1 - Fees*		£ 148.50
GAY1	GAY1 - Fees*		£ 256.50
GAY1	GAY1 - Fees*		£ 141.75
GAY1	GAY1 - Fees*		£ 67.50
FRY1	Fundraising		£ 400.00
GAY1	GAY1 - Fees*		£ 280.82
GAX9	Staff training	£ 549.00	
GAX8	Subscriptions	£ 69.07	
GAY1	GAY1 - Fees*		£ 94.50
GAX8	Subscriptions	£ 118.80	
GAY1	GAY1 - Fees*		£ 256.50
GAY1	GAY1 - Fees*		£ 121.50
GAX3	Rent	£ 606.91	
GAY1	GAY1 - Fees*		£ 189.00
GAY1	GAY1 - Fees*		£ 81.00
GAY1	GAY1 - Fees*		£ 236.25
GAY1	GAY1 - Fees*		£ 40.50
FRX1	Fundraising	£ 27.01	
GAX6	Admin (expendibles)	£ 16.50	
FRX1	Fundraising	£ 10.00	
GAY1	GAY1 - Fees*		£ 519.75
GAY1	GAY1 - Fees*		£ 337.50
GAY1	GAY1 - Fees*		£ 81.00
GAY1	GAY1 - Fees*		£ 409.50

GAX1	Wages	£	1,131.65	
GAX1	Wages	£	229.86	
GAX1	Wages	£	285.46	
GAX1	Wages	£	349.91	
GAX1	Wages	£	372.99	
GAX2	NI contributions	£	488.84	
GAX1	Wages	£	636.12	
GAX1	Wages	£	847.63	
GAX1	Wages	£	901.12	
GAX1	Wages	£	1,009.08	
GAX1	Wages	£	1,586.49	
GAY1	GAY1 - Fees*		£	135.00
GAY2	NCC Funding*		£	3,462.00
GAX1	Wages	£	241.03	
GAX6	Admin (expendibles)	£	228.48	
GAX1	Wages	£	114.00	
GAX6	Admin (expendibles)	£	39.83	
GAY1	GAY1 - Fees*		£	81.00
GAY1	GAY1 - Fees*		£	423.10
GAY1	GAY1 - Fees*		£	101.25
GAY2	NCC Funding*		£	277.27
GAX5	Admin (equipment)	£	99.99	
GAX8	Subscriptions	£	120.00	
GAX8	Subscriptions	£	69.07	
FRX1	Fundraising	£	500.00	
GAY1	GAY1 - Fees*		£	141.75
FRX1	Fundraising	£	45.86	
FRX1	Fundraising	£	34.96	
GAX8	Subscriptions	£	118.80	
GAY1	GAY1 - Fees*		£	344.25
GAX3	Rent	£	606.91	
FRY1	Fundraising		£	28.85
GAY1	GAY1 - Fees*		£	94.50
FRY1	Fundraising		£	36.00
GAY1	GAY1 - Fees*		£	135.00
GAY1	GAY1 - Fees*		£	60.75
GAY1	GAY1 - Fees*		£	6.75
GAX1	Wages	£	1,469.57	
GAX6	Admin (expendibles)	£	49.54	
GAX6	Admin (expendibles)	£	188.21	
GAX1	Wages	£	229.66	
GAX1	Wages	£	285.46	
GAX1	Wages	£	349.91	

GAX2	NI contributions	£	451.68	
GAX1	Wages	£	453.63	
GAX1	Wages	£	508.44	
GAX1	Wages	£	780.72	
GAX1	Wages	£	842.09	
GAX1	Wages	£	852.16	
GAX1	Wages	£	1,116.71	
GAX6	Admin (expendibles)	£	134.60	
GAX1	Wages	£	113.17	
GAX14	Ducklings	£	61.52	
GAX1	Wages	£	135.06	
GAY2	NCC Funding*		£	5,404.58
FRY1	Fundraising		£	221.01
GAY1	GAY1 - Fees*		£	101.25
GAY1	GAY1 - Fees*		£	81.00
FRY1	Fundraising		£	1,109.00
GAY1	GAY1 - Fees*		£	168.75
GAX1	Wages	£	203.57	
GAY1	GAY1 - Fees*		£	60.75
GAY1	GAY1 - Fees*		£	189.00
GAX3	Rent	£	160.00	
GAY1	GAY1 - Fees*		£	67.50
FRY1	Fundraising		£	10.68
GAX3	Rent	£	50.00	
GAX8	Subscriptions	£	153.60	
GAY1	GAY1 - Fees*		£	200.25
GAY1	GAY1 - Fees*		£	40.50
GAY1	GAY1 - Fees*		£	207.46
FRY1	Fundraising		£	105.00
GAY1	GAY1 - Fees*		£	60.75
GAY1	GAY1 - Fees*		£	24.75
GAY1	GAY1 - Fees*		£	31.50
GAX8	Subscriptions	£	69.19	
GAY2	NCC Funding*		£	571.50
GAX8	Subscriptions	£	118.80	
GAX3	Rent	£	606.91	
GAY1	GAY1 - Fees*		£	207.00
GAY1	GAY1 - Fees*		£	51.75
GAX1	Wages	£	204.89	
FRX1	Fundraising	£	205.00	
GAX14	Ducklings	£	308.00	
GAX6	Admin (expendibles)	£	24.00	
GAX1	Wages	£	808.05	

GAX1	Wages	£	485.36	
GAX1	Wages	£	160.66	
GAX1	Wages	£	830.53	
GAX1	Wages	£	191.63	
GAX1	Wages	£	229.86	
GAX1	Wages	£	285.46	
GAX2	NI contributions	£	330.12	
GAX1	Wages	£	375.67	
GAX1	Wages	£	549.48	
GAX1	Wages	£	837.54	
GAX1	Wages	£	1,131.65	
GAX1	Wages	£	1,469.37	
GAY1	GAY1 - Fees*		£	285.75
GAY1	GAY1 - Fees*		£	81.00
GAY1	GAY1 - Fees*		£	189.00
GAY2	NCC Funding*		£	7,020.00
GAY1	GAY1 - Fees*		£	290.25
GAX3	Rent	£	160.00	
GAX1	Wages	£	299.35	
GAY1	GAY1 - Fees*		£	94.50
GAY1	GAY1 - Fees*		£	202.50
GAY1	GAY1 - Fees*		£	139.50
GAY1	GAY1 - Fees*		£	236.25
GAY1	GAY1 - Fees*		£	90.00
GAY1	GAY1 - Fees*		£	15.75
GAX17	Fruit / Veg/snacks	£	5.13	
GAY1	GAY1 - Fees*		£	110.25
GAY1	GAY1 - Fees*		£	18.00
GAY1	GAY1 - Fees*		£	108.00
GAY1	GAY1 - Fees*		£	249.46
GAX8	Subscriptions	£	69.07	
GAY1	GAY1 - Fees*		£	31.50
GAX8	Subscriptions	£	118.80	
GAX6	Admin (expendibles)	£	262.98	
GAX3	Rent	£	606.91	
FRX1	Fundraising	£	100.00	
GAX1	Wages	£	198.87	
GAX1	Wages	£	508.44	
GAX1	Wages	£	767.88	
GAX1	Wages	£	771.65	
GAX1	Wages	£	948.10	
GAX1	Wages	£	1,044.01	
GAX1	Wages	£	1,469.57	

GAY2	NCC Funding*		£ 8,176.00
GAX1	Wages	£ 132.46	
GAX1	Wages	£ 158.03	
GAX1	Wages	£ 229.86	
GAX1	Wages	£ 273.20	
GAX1	Wages	£ 503.42	
GAX2	NI contributions	£ 385.24	
GAX1	Wages	£ 285.46	
GAX1	Wages	£ 117.06	
GAY1	GAY1 - Fees*		£ 20.25
GAY1	GAY1 - Fees*		£ 135.00
GAX14	Ducklings	£ 176.00	
GAY1	GAY1 - Fees*		£ 135.00
GAY1	GAY1 - Fees*		£ 101.25
GAY1	GAY1 - Fees*		£ 6.75
GAY1	GAY1 - Fees*		£ 47.25
GAY1	GAY1 - Fees*		£ 119.25
FRY1	Fundraising		£ 30.19
GAY1	GAY1 - Fees*		£ 20.25
GAY1	GAY1 - Fees*		£ 40.50
GAY1	GAY1 - Fees*		£ 53.26
FRY1	Fundraising		£ 23.69
GAX8	Subscriptions	£ 69.19	
GAX3	Rent	£ 606.91	
GAY1	GAY1 - Fees*		£ 71.00
GAY1	GAY1 - Fees*		£ 108.00
GAX8	Subscriptions	£ 118.80	
GAY1	GAY1 - Fees*		£ 150.75
GAY1	GAY1 - Fees*		£ 303.75
GAY1	GAY1 - Fees*		£ 121.50
GAY1	GAY1 - Fees*		£ 101.25
GAY1	GAY1 - Fees*		£ 67.50
GAY1	GAY1 - Fees*		£ 31.51
GAY2	NCC Funding*		£ 8,060.41
GAY1	GAY1 - Fees*		£ 393.75
GAX1	Wages	£ 1,476.79	
GAX1	Wages	£ 132.46	
GAX1	Wages	£ 158.03	
GAX1	Wages	£ 195.74	
GAX1	Wages	£ 517.56	
GAX1	Wages	£ 767.88	
GAX1	Wages	£ 790.75	
GAX1	Wages	£ 891.27	

GAX1	Wages	£	1,036.69	
GAX1	Wages	£	512.45	
GAX2	NI contributions	£	380.36	
GAX1	Wages	£	285.46	
GAX1	Wages	£	273.20	
GAX1	Wages	£	229.86	
GAX1	Wages			£ 708.18
GAY1	GAY1 - Fees*			£ 108.00
GAY1	GAY1 - Fees*			£ 177.75
GAY1	GAY1 - Fees*			£ 175.50
GAY1	GAY1 - Fees*			£ 18.00
GAY1	GAY1 - Fees*			£ 13.50
GAY1	GAY1 - Fees*			£ 33.75
GAY1	GAY1 - Fees*			£ 121.50
GAX1	Wages	£	114.91	
GAX14	Ducklings	£	32.84	
GAX6	Admin (expendibles)	£	28.93	
GAX14	Ducklings	£	26.63	
GAX5	Admin (equipment)	£	13.50	
GAX6	Admin (expendibles)	£	8.60	
GAY1	GAY1 - Fees*			£ 31.50
GAY8	Ducklings			£ 321.00
GAY1	GAY1 - Fees*			£ 148.50
GAY1	GAY1 - Fees*			£ 373.50
GAX8	Subscriptions	£	69.43	
GAY1	GAY1 - Fees*			£ 157.50
GAX8	Subscriptions	£	118.80	
GAY1	GAY1 - Fees*			£ 4.50
GAY2	NCC Funding*			£ 5,635.27
GAY1	GAY1 - Fees*			£ 337.00
GAY1	GAY1 - Fees*			£ 40.50
GAX2	NI contributions	£	403.56	
GAY1	GAY1 - Fees*			£ 67.50
GAX1	Wages	£	96.82	
GAX1	Wages	£	1,036.69	
GAX1	Wages	£	980.08	
GAX1	Wages	£	846.80	
GAX1	Wages	£	507.09	
GAX1	Wages	£	500.09	
GAX1	Wages	£	480.84	
GAX1	Wages	£	462.84	
GAX1	Wages	£	1,480.34	
GAX1	Wages	£	285.46	

GAX1	Wages	£	229.66	
GAX6	Admin (expendibles)	£	61.53	
FRX1	Fundraising	£	107.28	
GAX1	Wages	£	115.51	
GAY6	Bank interest		£	1.10
GAX8	Subscriptions	£	220.00	
GAY1	GAY1 - Fees*		£	54.00
GAY1	GAY1 - Fees*		£	40.50
GAX1	Wages	£	190.17	
Gay1	GAY1 - Fees*		£	33.75
GAX3	Rent	£	793.09	
GAX1	Wages	£	133.80	
GAX14	Ducklings	£	132.00	
GAY1	GAY1 - Fees*		£	103.50
GAY1	GAY1 - Fees*		£	40.50
GAY1	GAY1 - Fees*		£	148.50
GAY1	GAY1 - Fees*		£	67.50
GAY1	GAY1 - Fees*		£	20.25
GAY1	GAY1 - Fees*		£	292.85
GAY1	GAY1 - Fees*		£	47.25
GAX14	Ducklings	£	220.00	
GAX8	Subscriptions	£	79.27	
GAX3	Rent	£	700.00	
GAX8	Subscriptions	£	118.80	
GAY1	GAY1 - Fees*	£	40.50	
GAX1	Wages	£	1,071.41	
GAX1	Wages	£	244.86	
GAX1	Wages	£	156.49	
GAX1	Wages	£	1,545.27	
GAX1	Wages	£	947.55	
GAX1	Wages	£	703.36	
GAX1	Wages	£	555.90	
GAX1	Wages	£	131.43	
GAX1	Wages	£	302.46	
GAX1	Wages	£	400.54	
GAX2	NI contributions	£	497.52	
GAX1	Wages	£	550.75	
GAY1	GAY1 - Fees*		£	114.75
GAY1	GAY1 - Fees*		£	81.00
GAY1	GAY1 - Fees*		£	47.25
GAY2	NCC Funding*		£	4,840.00
GAY1	GAY1 - Fees*		£	13.50
GAX1	Wages	£	189.48	

FRY1	Fundraising		£	11.55
GAY1	GAY1 - Fees*		£	92.25
GAY1	GAY1 - Fees*		£	308.25
GAY1	GAY1 - Fees*		£	337.50
GAY1	GAY1 - Fees*		£	202.50
GAY1	GAY1 - Fees*		£	14.00
GAY1	GAY1 - Fees*		£	67.50
GAY1	GAY1 - Fees*		£	148.50
GAY1	GAY1 - Fees*		£	153.00
GAY1	GAY1 - Fees*		£	94.50
FRX1	Fundraising	£	108.45	
GAY1	GAY1 - Fees*		£	13.50
GAX6	Admin (expendibles)	£	253.80	
FRX1	Fundraising	£	232.00	
FRX1	Fundraising	£	69.60	
GAX17	Fruit / Veg/snacks	£	22.83	
FRX1	Fundraising	£	7.00	
GAY1	GAY1 - Fees*		£	315.00
GAX8	Subscriptions	£	75.98	
GAY1	GAY1 - Fees*		£	180.00
GAX6	Admin (expendibles)	£	421.80	
GAX13	Miscellaneous	£	48.00	
GAX8	Subscriptions	£	118.80	
GAX3	Rent	£	700.00	
GAY1	GAY1 - Fees*		£	108.00
GAX1	Wages	£	922.15	
GAX1	Wages	£	267.39	
GAX1	Wages	£	302.26	
GAX1	Wages	£	372.78	
GAX1	Wages	£	655.42	
GAX1	Wages	£	244.86	
GAX1	Wages	£	1,071.41	
GAX1	Wages	£	1,128.95	
GAX1	Wages	£	1,533.91	
GAY1	GAY1 - Fees*		£	18.00
GAX1	Wages	£	156.49	
GAY1	GAY1 - Fees*		£	342.00
GAX1	Wages	£	190.20	
GAY1	GAY1 - Fees*		£	81.00
GAY1	GAY1 - Fees*		£	135.00
GAY1	GAY1 - Fees*		£	405.00
GAY2	NCC Funding*		£	7,367.00
GAY1	GAY1 - Fees*		£	148.50

GAY1	GAY1 - Fees*		£	162.00
FRY1	Fundraising		£	18.61
GAY1	GAY1 - Fees*		£	108.00
GAX1	Wages	£	131.23	
GAY1	GAY1 - Fees*		£	13.50
GAY1	GAY1 - Fees*		£	148.50
GAY1	GAY1 - Fees*		£	153.00
GAX6	Admin (expendibles)	£	20.30	
GAX6	Admin (expendibles)	£	10.00	
GAY2	NCC Funding*		£	1,228.50
GAX6	Admin (expendibles)	£	34.27	
GAY1	GAY1 - Fees*		£	383.26
GAY1	GAY1 - Fees*		£	254.50
GAX8	Subscriptions	£	75.50	
GAY1	GAY1 - Fees*		£	15.75
GAY1	GAY1 - Fees*		£	9.00
GAX3	Rent	£	700.00	
GAX8	Subscriptions	£	118.80	
GAY1	GAY1 - Fees*		£	179.99
GAY1	GAY1 - Fees*		£	294.75
GAY2	NCC Funding*		£	5,682.00
GAY1	GAY1 - Fees*		£	13.50
GAX1	Wages	£	302.46	
GAX1	Wages	£	244.86	
GAX1	Wages	£	1,590.70	
GAX1	Wages	£	156.49	
GAX1	Wages	£	131.43	
GAX1	Wages	£	488.22	
GAY1	GAY1 - Fees*		£	27.00
GAX1	Wages	£	611.73	
GAX1	Wages	£	868.58	
GAX1	Wages	£	904.03	
GAX1	Wages	£	1,071.41	
GAX1	Wages	£	1,083.75	
GAX2	NI contributions	£	565.18	
FRY1	Fundraising		£	167.40
GAY8	Ducklings		£	271.00
GAY1	GAY1 - Fees*		£	13.50
GAY1	GAY1 - Fees*		£	18.00
GAY1	GAY1 - Fees*		£	256.50
GAY8	Ducklings		£	301.80
GAX1	Wages	£	221.78	
GAY1	GAY1 - Fees*		£	135.00

GAY1	GAY1 - Fees*		£ 65.25
GAY1	GAY1 - Fees*		£ 234.00
GAY1	GAY1 - Fees*		£ 303.75
GAX11	Milk	£ 7.83	
GAX14	Ducklings	£ 20.00	
GAX3	Rent	£ 264.00	
GAY1	GAY1 - Fees*		£ 200.41
GAY1	GAY1 - Fees*		£ 81.00
GAY1	GAY1 - Fees*		£ 119.25
GAY1	GAY1 - Fees*		£ 128.25
GAY1	GAY1 - Fees*		£ 189.00
GAY1	GAY1 - Fees*		£ 895.50
GAX7	Insurance	£ 444.38	
FRX1	Fundraising	£ 95.83	
FRX1	Fundraising	£ 62.47	
FRX1	Fundraising	£ 56.28	
FRX1	Fundraising	£ 51.80	
GAX17	Fruit / Veg/snacks	£ 51.18	
FRX1	Fundraising	£ 45.96	
FRX1	Fundraising	£ 28.98	
GAX6	Admin (expendibles)	£ 24.99	
GAX6	Admin (expendibles)	£ 1.05	
GAX5	Admin (equipment)	£ 75.62	
GAX17	Fruit / Veg/snacks	£ 12.19	
GAX6	Admin (expendibles)	£ 77.77	
GAX17	Fruit / Veg/snacks	£ 548.61	
GAX3	Rent	£ 700.00	
GAY1	GAY1 - Fees*		£ 256.50
GAX6	Admin (expendibles)	£ 144.00	
GAY1	GAY1 - Fees*		£ 135.00
GAX2	NI contributions	£ 522.09	
GAX1	Wages	£ 1,065.75	
GAX1	Wages	£ 110.78	
GAX1	Wages	£ 156.49	
GAX1	Wages	£ 244.86	
GAX1	Wages	£ 302.26	
GAX2	NI contributions	£ 446.25	
GAX1	Wages	£ 483.65	
GAX1	Wages	£ 662.71	
GAX1	Wages	£ 1,034.95	
GAX1	Wages	£ 1,077.73	
GAX1	Wages	£ 1,101.22	
GAX1	Wages	£ 1,601.38	

[illegible]

Account Balance Corrections (In Year)

£	113,794.64	£	108,445.35
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Balance B/fwd	£	54,396.15		
Debits	£	112,406.89		
Credits	£	107,057.60		
Total Mastersheet	£	49,046.86		
General Acc as at 31.08.22	£	42,545.85	£	803.35
F/R Acc as at 31.08.22	£	6,501.01	-£	803.35
Total Bank A/C	£	49,046.86		

01/09/20

54,396.15

Balance	Income or cost category
53,094.71	
52,912.05	
52,645.57	
52,415.71	
52,130.25	
51,649.11	
58,184.11	
57,221.81	
56,492.19	
55,837.13	
55,333.71	
55,333.71	
55,333.71	
55,204.24	
55,081.30	
54,887.93	
56,174.93	
56,938.12	
57,032.62	
57,268.87	
57,538.87	
57,847.12	
57,957.37	
58,023.37	
58,225.87	
58,156.80	
58,288.80	
58,420.80	
58,486.80	
58,368.00	
57,761.09	
57,611.49	
64,090.49	
64,232.24	
64,122.99	

64,203.99	
64,067.45	
63,837.59	
63,552.13	
63,218.79	
62,765.04	
62,082.80	
61,295.68	
60,420.04	
59,507.85	
57,707.49	
58,160.73	
58,099.73	
57,066.58	
56,844.99	
56,343.39	
56,424.39	
56,545.89	
56,748.39	
56,896.89	
57,153.39	
57,295.14	
57,362.64	
57,762.64	
58,043.46	
57,494.46	
57,425.39	
57,519.89	
57,401.09	
57,657.59	
57,779.09	
57,172.18	
57,361.18	
57,442.18	
57,678.43	
57,718.93	
57,691.92	
57,675.42	
57,665.42	
58,185.17	
58,522.67	
58,603.67	
59,013.17	

57,881.52	
57,651.66	
57,366.20	
57,016.29	
56,643.30	
56,154.46	
55,518.34	
54,670.71	
53,769.59	
52,760.51	
51,174.02	
51,309.02	
54,771.02	
54,529.99	
54,301.51	
54,187.51	
54,147.68	
54,228.68	
54,651.78	
54,753.03	
55,030.30	
54,930.31	
54,810.31	
54,741.24	
54,241.24	
54,382.99	
54,337.13	
54,302.17	
54,183.37	
54,527.62	
53,920.71	
53,949.56	
54,044.06	
54,080.06	
54,215.06	
54,275.81	
54,282.56	
52,812.99	
52,763.45	
52,575.24	
52,345.58	
52,060.12	
51,710.21	

51,258.53	
50,804.90	
50,296.46	
49,515.74	
48,673.65	
47,821.49	
46,704.78	
46,570.18	
46,457.01	
46,395.49	
46,260.43	
51,665.01	
51,886.02	
51,987.27	
52,068.27	
53,177.27	
53,346.02	
53,142.45	
53,203.20	
53,392.20	
53,232.20	
53,299.70	
53,310.38	
53,260.38	
53,106.78	
53,307.03	
53,347.53	
53,554.99	
53,659.99	
53,720.74	
53,745.49	
53,776.99	
53,707.80	
54,279.30	
54,160.50	
53,553.59	
53,760.59	
53,812.34	
53,607.45	
53,402.45	
53,094.45	
53,070.45	
52,262.40	

51,777.04	
51,616.38	
50,785.85	
50,594.22	
50,364.36	
50,078.90	
49,748.78	
49,373.11	
48,823.63	
47,986.09	
46,854.44	
45,385.07	
45,670.82	
45,751.82	
45,940.82	
52,960.82	
53,251.07	
53,091.07	
52,791.72	
52,886.22	
53,088.72	
53,228.22	
53,464.47	
53,554.47	
53,570.22	
53,565.09	
53,675.34	
53,693.34	
53,801.34	
54,050.80	
53,981.73	
54,013.23	
53,894.43	
53,631.45	
53,024.54	
52,924.54	
52,725.67	
52,217.23	
51,449.35	
50,677.70	
49,729.60	
48,685.59	
47,216.02	

55,392.02	
55,259.56	
55,101.53	
54,871.67	
54,598.47	
54,095.05	
53,709.81	
53,424.35	
53,307.29	
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53,462.54	
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53,421.54	
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53,726.23	
53,746.48	
53,786.98	
53,840.24	
53,863.93	
53,794.74	
53,187.83	
53,258.83	
53,366.83	
53,248.03	
53,398.78	
53,702.53	
53,824.03	
53,925.28	
53,992.78	
54,024.29	
62,084.70	
62,478.45	
61,001.66	
60,869.20	
60,711.17	
60,515.43	
59,997.87	
59,229.99	
58,439.24	
57,547.97	

56,511.28	
55,998.83	
55,618.47	
55,333.01	
55,059.81	
54,829.95	
55,538.13	
55,646.13	
55,823.88	
55,999.38	
56,017.38	
56,030.88	
56,064.63	
56,186.13	
56,071.22	
56,038.38	
56,009.45	
55,982.82	
55,969.32	
55,960.72	
55,992.22	
56,313.22	
56,461.72	
56,835.22	
56,765.79	
56,923.29	
56,804.49	
56,808.99	
62,444.26	
62,781.26	
62,821.76	
62,418.20	
62,485.70	
62,388.88	
61,352.19	
60,372.11	
59,525.31	
59,018.22	
58,518.13	
58,037.29	
57,574.45	
56,094.11	
55,808.65	

55,578.99	
55,517.46	
55,410.18	
55,294.67	
55,295.77	
55,075.77	
55,129.77	
55,170.27	
54,980.10	
55,013.85	
54,220.76	
54,086.96	
53,954.96	
54,058.46	
54,098.96	
54,247.46	
54,314.96	
54,335.21	
54,628.06	
54,675.31	
54,455.31	
54,376.04	
53,676.04	
53,557.24	
53,516.74	
52,445.33	
52,200.47	
52,043.98	
50,498.71	
49,551.16	
48,847.80	
48,291.90	
48,160.47	
47,858.01	
47,457.47	
46,959.95	
46,409.20	
46,523.95	
46,604.95	
46,652.20	
51,492.20	
51,505.70	
51,316.22	

51,327.77	
51,420.02	
51,728.27	
52,065.77	
52,268.27	
52,282.27	
52,349.77	
52,498.27	
52,651.27	
52,745.77	
52,637.32	
52,650.82	
52,397.02	
52,165.02	
52,095.42	
52,072.59	
52,065.59	
52,380.59	
52,304.61	
52,484.61	
52,062.81	
52,014.81	
51,896.01	
51,196.01	
51,304.01	
50,381.86	
50,114.47	
49,812.21	
49,439.43	
48,784.01	
48,539.15	
47,467.74	
46,338.79	
44,804.88	
44,822.88	
44,666.39	
45,008.39	
44,818.19	
44,899.19	
45,034.19	
45,439.19	
52,806.19	
52,954.69	

53,116.69	
53,135.30	
53,243.30	
53,112.07	
53,125.57	
53,274.07	
53,427.07	
53,406.77	
53,396.77	
54,625.27	
54,591.00	
54,974.26	
55,228.76	
55,153.26	
55,169.01	
55,178.01	
54,478.01	
54,359.21	
54,539.20	
54,833.95	
60,515.95	
60,529.45	
60,226.99	
59,982.13	
58,391.43	
58,234.94	
58,103.51	
57,615.29	
57,642.29	
57,030.56	
56,161.98	
55,257.95	
54,186.54	
53,102.79	
52,537.61	
52,705.01	
52,976.01	
52,989.51	
53,007.51	
53,264.01	
53,565.81	
53,344.03	
53,479.03	

53,544.28	
53,778.28	
54,082.03	
54,074.20	
54,054.20	
53,790.20	
53,990.61	
54,071.61	
54,190.86	
54,319.11	
54,508.11	
55,403.61	
54,959.23	
54,863.40	
54,800.93	
54,744.65	
54,692.85	
54,641.67	
54,595.71	
54,566.73	
54,541.74	
54,540.69	
54,465.07	
54,452.88	
54,375.11	
53,826.50	
53,126.50	
53,383.00	
53,239.00	
53,374.00	
52,851.91	
51,786.16	
51,675.38	
51,518.89	
51,274.03	
50,971.77	
50,525.52	
50,041.87	
49,379.16	
48,344.21	
47,266.48	
46,165.26	
44,563.88	

51,886.32

Account balance transfer required
Account balance transfer required

Description of income or expense	Debit
Wages - S Webster	£1,301.44
Wages - C Myhill	£ 182.66
HMRC PAYE	£ 266.48
Wages - N Lee	£ 229.86
Wages - D Fiddeman	£ 285.46
Wages D Alves	£ 481.14
NCC - Grant 1620200	£ -
Wages - D Radford	£ 962.30
Wages - A Mayhew	£ 729.62
Wages - J Howard	£ 655.06
Wages - R Arthurs	£ 503.42
See Banking Corrections at foot of sheet	£ -
See Banking Corrections at foot of sheet	£ -
Pension - Nest	£ 129.47
Expenses - S Webster (Changing Table Etc)	£ 122.94
Expenses - S Webster (Playdough Ingredients, Ink Etc)	
NCC - Grant 1624234	£ -
Refund for play equipment	£ -
Fee Payment - H Johnson	£ -
Fee Payment - C Bland	£ -
Fee Payment - A Soloman	£ -
Fee Payment - P Rix	£ -
Fee Payment - I Brown	£ -
First Aid Class Payment - RG Bisset	£ -
Fee Payment - A Howlett	£ -
Plusnet - Internet Contract	£ 69.07
First Aid Class Payment - Lime Tree	£ -
First Aid Class Payment - Noah's Ark	£ -
First Aid Class Payment - Marryfields Playschool	£ -
GoCardless Subscription	£ 118.80
Mulbarton Village Hall - Monthly Rent	£ 606.91
Staff Expenses - C Myhill (Outdoor Equipment)	
NCC - Grant 1629735	£ -
Fee Payment - C Lardner	£ -
Early Learning Subscription (Annual Payment)	£ 109.25

Fee Payment - S Radu	£ -
Heather Nunn - Invoice 2558	£ 136.54
Wages - N Lee	£ 229.86
Wages - D Fiddeman	£ 285.46
Wages - D Alves	£ 333.34
Wages - R Arthurs	£ 453.75
HMRC PAYE	£ 682.24
Wages - C Myhill	£ 787.12
Wages - J Howard	£ 875.64
Wages - D Radford	£ 912.19
Wages - S Webster	£ 1,800.36
Gocardless DDs Received	£ -
First Aid Training Deposit	£ 61.00
Wages - A Mayhew	£ 1,033.15
Pension - Nest	£ 221.59
Wages - K Mundy	£ 501.60
Fee Payment - B Kelf	£ -
Fee Payment - H Johnson	£ -
Fee Payment - C Bland	£ -
Fee Payment - B Bradley	£ -
Fee Payment - P Rix	£ -
Fee Payment - H Browne	£ -
Fee Payment - A Howlett	£ -
Donation - Pymm & Co	£ -
Gocardless DDs Received	£ -
JK Midgely - Training Inv 561	£ 549.00
Plusnet - Internet Contract	£ 69.07
Fee Payment - I Brown	£ -
GoCardless Subscription	£ 118.80
Fee Payment - S Radu	£ -
Fee Payment - B Bradley	£ -
Mulbarton Village Hall - Monthly Rent	£ 606.91
Fee Payment - H Johnson	£ -
Fee Payment - C Lardner	£ -
Fee Payment - L Spinks	£ -
Fee Payment - L Robinson	£ -
Staff Expenses - H Wright (Garden Expenses)	
Staff Expenses - H Wright (Printing Costs)	£ 16.50
Staff Expenses - H Wright (Christmas Gifts)	
Fee Payment - A Soloman (National Savings)	£ -
Fee Payment - C Bland	£ -
Fee Payment - B Kelf	£ -
Fee Payment - P Rix	£ -

Wages - a Mayhew	£ 1,131.65
Wages - N Lee	£ 229.86
Wages - D Fiddeman	£ 285.46
Wages - R Arthurs	£ 349.91
Wages - D Alves	£ 372.99
HMRC PAYE	£ 488.84
Wages - K Mundy	£ 636.12
Wages - D Radford	£ 847.63
Wages - C Myhill	£ 901.12
Wages - J Howard	£ 1,009.08
Wages - S Webster	£ 1,586.49
Fee Payment - A Howlett	£ -
Norfolk County Council - 1643362	£ -
Pension - Nest	£ 241.03
Espo Invoice	£ 228.48
Heather Nunn - Invoice 2596	£ 114.00
Staff Expenses - D Fiddeman (Staff Name Badges)	£ 39.83
Fee Payment - H Browne	£ -
Gocardless DDs Received	£ -
Fee Payment - W Arend	£ -
Norfolk County Council - 1647446	£ -
Staff Expense - S Webster (New Printer)	£ 99.99
Norfolk Web Support - Domain Upkeep	£ 120.00
Plusnet - Internet Contract	£ 69.07
Staff Expenses - H Wright (Christmas Fair Float)	
Fee Payment - I Brown	£ -
Staff Expenses - H Wright (Christmas Headbands)	
Staff Expenses - H Wright (Grotto Gifts and Gift Wrap)	
GoCardless Subscription	£ 118.80
Fee Payment - S Radu	£ -
Mulbarton Village Hall - Monthly Rent	£ 606.91
Christmas Fair - Citizen Coffee	£ -
Fee Payments - H Johnson	£ -
Christmas Fair - The Piazza Wheel	£ -
Fee Payments - C Bland	£ -
Fee Payments - C Lardner	£ -
Fee Payments -	£ -
Wages - S Webster	£ 1,469.57
Staff Expenses - C Clark	£ 49.54
Staff Expenses - J Howard	£ 188.21
Wages - N Lee	£ 229.66
Wages - D Fiddeman	£ 285.46
Wages - R Arthurs	£ 349.91

HMRC PAYE	£	451.68
Wages - D Alves	£	453.63
Wages - K Mundy	£	508.44
Wages - C Clark	£	780.72
Wages - D Radford	£	842.09
Wages - J Howard	£	852.16
Wages - a Mayhew	£	1,116.71
Staff Expenses - S Webster	£	134.60
Wages - L Cornwell	£	113.17
Staff Expenses - C Frost (Ducklings)	£	61.52
Wages - C Frost	£	135.06
Norfolk County Council - 1654201	£	-
Returned Christmas Fair Float	£	-
Fee Payments - A Howlett	£	-
Fee Payments - L Robinson	£	-
Proceeds from Christmas Fair	£	-
Fee Payments - A Soloman	£	-
Nest - Pension Plan	£	203.57
Fee Payments - H Browne	£	-
Fee Payments - P Rix	£	-
Mulbarton Village Hall - 281121 Additional Hours	£	160.00
Fee Payment - B Bradley	£	-
Amazon Refund	£	-
Mulbarton Village Hall - 131121 Additional Hours	£	50.00
Tapestry - Website Domain (Annual Fee)	£	153.60
Fee Payment - B Kelf	£	-
Fee Payment - W Arend	£	-
Fee Payment - NIAB DD	£	-
Donation - JMP	£	-
Fee Payment - L Spinks	£	-
Fee Payment - M Reason	£	-
Fee Payment - A Soloman	£	-
Plusnet - Internet Contract	£	69.19
Norfolk County Council - 1664255	£	-
GoCardless Subscription	£	118.80
Mulbarton Village Hall - Monthly Rent	£	606.91
Fee Payment - S Radu	£	-
Fee Payment - A Howlett	£	-
Nest -Pension Plan	£	204.89
Tricky Twister - Party Entertainment		
Mulbarton Scout Hall Hire (Nov & Dec 2021)	£	308.00
Shred Station	£	24.00
Wages - J Howard	£	808.05

Wages - R Arthurs	£ 485.36
Wages - L Cornwell	£ 160.66
Wages - D Radford	£ 830.53
Wages - C Frost	£ 191.63
Wages - N Lee	£ 229.86
Wages - D Fiddeman	£ 285.46
HMRC PAYE	£ 330.12
Wages - D Alves	£ 375.67
Wages - K Mundy	£ 549.48
Wages - C Myhill	£ 837.54
Wages - A Mayhew	£ 1,131.65
Wages - S Webster	£ 1,469.37
Fee Payment - S Radu	£ -
Fee Payment - C Lardner	£ -
Fee Payment - I Brown	£ -
NCC Grant Payment 1666421	£ -
Fee Payment - P Rix	£ -
Mulbarton Village Hall - Extra Hire	£ 160.00
Heather Nunn - Invoices 2635 & 2673	£ 299.35
Fee Payment - T Moore	£ -
Fee Payment - A Solaman	£ -
Fee Payment - H Browne	£ -
Fee Payment - C Bland	£ -
Fee Payment - N Humphries	£ -
Fee Payment - L West	£ -
Cool Milk - Invoiced Extra	£ 5.13
Fee Payment - B Kelf	£ -
Fee Payment - L West	£ -
Fee Payment - B Bradley	£ -
DD for Fee Payments	£ -
Plusnet - Internet Contract	£ 69.07
Fee Payment - A Howlett	£ -
GoCardless Subscription	£ 118.80
Paddock Farm	£ 262.98
Mulbarton Village Hall - Monthly Rent	£ 606.91
Gardening Services	
Nest Pension Payments	£ 198.87
Wages - K Mundy	£ 508.44
Wages - C Clark	£ 767.88
Wages - J Howard	£ 771.65
Wages - D Radford	£ 948.10
Wages - A Mayhew	£ 1,044.01
Wages - S Webster	£ 1,469.57

NCC Remittance	£ -
Wages - L Cornwell	£ 132.46
Wages - C Frost	£ 158.03
Wages - N Lee	£ 229.86
Wages - D Alves	£ 273.20
Wages - R Arthurs	£ 503.42
HMRC PAYE	£ 385.24
Wages - D Fiddeman	£ 285.46
Heather Nunn - Invoice 2711	£ 117.06
Fee Payment - C Lardner	£ -
Fee Payment - C Bland	£ -
Mulbarton Scout Hall Hire (January 2022)	£ 176.00
Fee Payment - L Robinson	£ -
Fee Payment - A Solamon	£ -
Fee Payment - B Bradley	£ -
Fee Payment - I Brown	£ -
Fee Payment - P Rix	£ -
Easy Fundraising Income	£ -
Fee Payment - H Browne	£ -
Fee Payment - F Beardsworth	£ -
Fee Payment - DD Payments	£ -
Amazon Refund	£ -
Plusnet - Internet Contract	£ 69.19
Mulbarton Village Hall - Monthly Rent	£ 606.91
Fee Payment - S Radu	£ -
Fee Payment - T Moore	£ -
GoCardless Subscription	£ 118.80
Fee Payment - H Browne	£ -
Fee Payment - C Bland	£ -
Fee Payment - F Beardsworth	£ -
Fee Payment - C Lardner	£ -
Fee Payment - A Howlett	£ -
Fee Payment - B Kelf	£ -
NCC BACs Payment	£ -
Fee Payment - P Rix	£ -
Wages - S Webster	£ 1,476.79
Wages - L Cornwell	£ 132.46
Wages - C Frost	£ 158.03
Nest Pension Payments	£ 195.74
Wages - K Mundy	£ 517.56
Wages - C Clark	£ 767.88
Wages - J Howard	£ 790.75
Wages - D Radford	£ 891.27

Wages - A Mayhew	£ 1,036.69
Wages - R Arthurs	£ 512.45
HMRC PAYE	£ 380.36
Wages - D Fiddeman	£ 285.46
Wages - D Alves	£ 273.20
Wages - N Lee	£ 229.86
HMRC SSP Grant	£ -
Fee Payment - E Turrel	£ -
Fee Payment - I Brown	£ -
Fee Payment - T Moore	£ -
Fee Payment - L West	£ -
Fee Payment - L West	£ -
Fee Payment - K Wilson	£ -
Fee Payment - L Robinson	£ -
Heather Nunn - Invoice 2747	£ 114.91
Staff Expenses - L Cornwell	£ 32.84
Staff Expenses - C Clarke	£ 28.93
Staff Expenses - C Frost	£ 26.63
Staff Expenses - J Howard (Keys Cut)	£ 13.50
Staff Expenses - J Howard	£ 8.60
Fee Payment - A Solaman	£ -
Ducklings	£ -
Fee Payment - B Bradley	£ -
Fee Payment - S Radu	£ -
Plusnet - Internet Contract	£ 69.43
Fee Payment - B Kelf	£ -
GoCardless Subscription	£ 118.80
Fee Payment - H Johnson	£ -
NCC BACs Payment	£ -
Fee Payment - A Solamon	£ -
Fee Payment - F Beardsworth	£ -
HMRC - NI Contributions	£ 403.56
Fee Payment - C Bland	£ -
Wages - L Cornwell	£ 96.82
Wages - A Mayhew	£ 1,036.69
Wages - J Howard	£ 980.08
Wages - C Clark	£ 846.80
Wages - D Alves	£ 507.09
Wages - D Radford	£ 500.09
Wages - R Arthurs	£ 480.84
Wages - K Mundy	£ 462.84
Wages - S Webster	£ 1,480.34
Wages - D Fiddeman	£ 285.46

Wages - N Lee	£ 229.66
Expenses - S Webster (Nappy Bags, resources for activities etc)	£ 61.53
Expenses - S Webster (Xmas Party Food & Staff Meal)	
Wages - C Frost	£ 115.51
Bank Interest	£ -
Ofsted Invoice EY444386	£ 220.00
Fee Payment - I Brown	£ -
Fee Payment - T Lardner	£ -
Nest - Pension Plan	£ 190.17
Fee Payment - K Wilson	£ -
Mulbarton Village Hall Rent (Feb & March 22)	£ 793.09
Heather Nunn - SI-2797	£ 133.80
Mulbarton Scout Hut Rental - Feb 22	£ 132.00
Fee Payment - P Rix	£ -
Fee Payment - L George	£ -
Fee Payment - S Radu	£ -
Fee Payment - L Robinson	£ -
Fee Payment - H Browne	£ -
Puddleducks DD	£ -
Fee Payment - B Kelf	£ -
Mulbarton Scout Hut Rental - Mar 22	£ 220.00
Plusnet - Internet Contract	£ 79.27
Mulbarton Villiage Hall Rent	£ 700.00
GoCardless Subscription	£ 118.80
Fee Overpayment Refund	£ 40.50
Wages - A Mayhew	£ 1,071.41
Wages - N Lee	£ 244.86
Wages - C Frost	£ 156.49
Wages - S Webster	£ 1,545.27
Wages - J Howard	£ 947.55
Wages - C Clark	£ 703.36
Wages - K Mundy	£ 555.90
Wages - L Cornwell	£ 131.43
Wages - D Fiddeman	£ 302.46
Wages - D Alves	£ 400.54
NI Contributions	£ 497.52
Wages - R Arthurs	£ 550.75
Fee Payment - B Bradley	£ -
Fee Payment - C Lardner	£ -
Fee Payment - B Bradley	£ -
NCC Payment - BACS Reference 7016003	£ -
Fee Payment - H Johnson	£ -
Nest - Pension Plan	£ 189.48

Amazon Payment	£ -
Fee Payment - K Wilson	£ -
Fee Payment - P Rix	£ -
Fee Payment - C Bland	£ -
Fee Payment - E Turrel	£ -
Fee Payment - A Soloman	£ -
Fee Payment - T Moore	£ -
Fee Payment - T Moore	£ -
Fee Payment - I Brown	£ -
Fee Payment - F Beardsworth	£ -
Christmas Fair Related Expenses	
Fee Payment - L West	£ -
ESPO - Statement Payment	£ 253.80
James D Party Time - Puddleducks Party	
Expenses - J Howard (Toys & Books etc)	
Expenses - L Cornwell (Snacks)	£ 22.83
Expenses - C Frost (Crafting Supplies)	
Fee Payment - S Radu	£ -
Plusnet - Internet Contract	£ 75.98
Fee Payment - B Kelf	£ -
ESPO - Statement Payment	£ 421.80
Annual Audit Fee	£ 48.00
GoCardless Subscription	£ 118.80
Mulbarton Village Hall Rent (April 2022)	£ 700.00
Fee Payment - L Robinson	£ -
Wages - D Alves	£ 922.15
Wages - J Howard	£ 267.39
Wages - D Fiddeman	£ 302.26
Wages - R Arthurs	£ 372.78
Wages - K Mundy	£ 655.42
Wages - N Lee	£ 244.86
Wages - A Mayhew	£ 1,071.41
Wages - C Clark	£ 1,128.95
Wages - S Webster	£ 1,533.91
Fee Payment - H Johnson	£ -
Wages - C Frost	£ 156.49
Fee Payment - P Rix	£ -
Nest - Pension Plan	£ 190.20
Fee Payments - C Lardner	£ -
Fee Payments - B Bradley	£ -
Fee Payments - C Bland	£ -
NCC Funding - 33278	£ -
Fee Payments - E Tur	£ -

Fee Payments - H Brown	£ -
Easy Fundraising Income	£ -
Fee Payment - F Beardsworth	£ -
Wages - L Cornwell	£ 131.23
Fee Payment - A Soloman	£ -
Fee Payment - T Moore	£ -
Fee Payment - I Brown	£ -
Expenses - C Clarke	£ 20.30
Expenses - D Alves	£ 10.00
NCC Funding - 38664	£ -
Expenses - L Cornwell (Snacks)	£ 34.27
Fee Payment - ?	£ -
Fee Payment - A Hatton	£ -
Plusnet - Internet Contract	£ 75.50
Fee Payment - P Rix	£ -
Fee Payment - B Bradley	£ -
Mulbarton Village Hall Rent (May 2022)	£ 700.00
GoCardless Subscription	£ 118.80
Fee Payment - B Kelf	£ -
Fee Payment - S Radu	£ -
NCC Funding - 7041901	£ -
Fee Payment - H Johnson	£ -
Wages - D Fiddeman	£ 302.46
Wages - N Lee	£ 244.86
Wages - S Webster	£ 1,590.70
Wages - C Frost	£ 156.49
Wages - L Cornwell	£ 131.43
Wages - R Arthurs	£ 488.22
Fee Payment - A Soloman	£ -
Wages - K Mundy	£ 611.73
Wages - D Alves	£ 868.58
Wages - J Howard	£ 904.03
Wages - A Mayhew	£ 1,071.41
Wages - C Clark	£ 1,083.75
NI Contributions	£ 565.18
Fundraising	£ -
Ducklings May and June	£ -
Fee Payment - L West	£ -
Fee Payment - L West	£ -
Fee Payment - P Rix	£ -
Ducklings March and April	£ -
Nest - Pension Scheme	£ 221.78
Fee Payment - E Turrel	£ -

Fee Payment - C Lardner	£ -
Fee Payment - A Hatton	£ -
Fee Payment - C Bland	£ -
Milk Payment	£ 7.83
South Norfolk County Council	£ 20.00
Mulbarton Scout Hut Hire April & May	£ 264.00
Fee Payments - Direct Debit	£ -
Fee Payments - F Beardsworth	£ -
Fee Payments - H Brownw	£ -
Fee Payments - N Biletdkyi	£ -
Fee Payments - L Robinson	£ -
Fee Payments - A Hatton	£ -
Morton Michel Ltd - Annual Insurance	£ 444.38
Expenses - J Howard (Leavers Gifts)	
Expenses - J Howard (Leavers Gifts)	
Expenses - S Webster (Snapfish - Leavers Photos)	
Expenses - S Webster (Preschool Tea Party)	
Expenses - S Webster (Snacks)	£ 51.18
Expenses - S Webster (Jubilee Party & Snacks)	
Expenses - J Howard (End of term Party Food)	
Expenses - S Webster (Instant Ink)	£ 24.99
Expenses - D Alves (Postage Stamp)	£ 1.05
PlusNet - Internet Contract	£ 75.62
Expenses - C Frost (Snacks)	£ 12.19
Expenses - S Webster	£ 77.77
Paddock Farm - Outstanding Balance	£ 548.61
Puddleducks Rent	£ 700.00
Fee Payment - S Radu	£ -
Nursery In A Box - Direct Debit Payment	£ 144.00
Fee Payment - B Kelf	£ -
NI Contributions	£ 522.09
Wages - J Howard	£ 1,065.75
Wages - D Alves	£ 110.78
Wages - C Frost	£ 156.49
Wages - N Lee	£ 244.86
Wages - D Fiddeman	£ 302.26
NI Contributions	£ 446.25
Wages - S Davies	£ 483.65
Wages - K Mundy	£ 662.71
Wages - C Clark	£ 1,034.95
Wages - R Arthurs	£ 1,077.73
Wages - A Mayhew	£ 1,101.22
Wages - S Webster	£ 1,601.38

[illegible]

110,275.44

[illegible]

111,663.19

GENERAL ACCOUNT		FUNDRAISING ACCOUNT		
Account:	65216512 00	Fundraising Account:	65216512 50	
Opening Date:	01/09/20	Opening Date:	01/09/20	
Opening Balance:	49,284.84	Opening Balance:	5,111.31	
Credit	Balance	Debit	Credit	Balance
£ -	47,983.40			5,111.31
£0.00	47,800.74			#VALUE!
£0.00	47,534.26			#VALUE!
£0.00	47,304.40			#VALUE!
£0.00	47,018.94			#VALUE!
£0.00	46,537.80			#VALUE!
£6,535.00	53,072.80			#VALUE!
£0.00	52,110.50			#VALUE!
£0.00	51,380.88			#VALUE!
£0.00	50,725.82			#VALUE!
£0.00	50,222.40			#VALUE!
£0.00	50,222.40			#VALUE!
£0.00	50,222.40			#VALUE!
£0.00	50,092.93			#VALUE!
£0.00	49,969.99			#VALUE!
£0.00	#VALUE!	£ 193.37	£ -	#VALUE!
£1,287.00	#VALUE!			#VALUE!
	#VALUE!	£ -	£ 763.19	#VALUE!
£94.50	#VALUE!			#VALUE!
£236.25	#VALUE!			#VALUE!
£270.00	#VALUE!			#VALUE!
£308.25	#VALUE!			#VALUE!
£110.25	#VALUE!			#VALUE!
£66.00	#VALUE!			#VALUE!
£202.50	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£132.00	#VALUE!			#VALUE!
£132.00	#VALUE!			#VALUE!
£66.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!	£ 149.60	£ -	#VALUE!
£6,479.00	#VALUE!			#VALUE!
£141.75	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!

£81.00	#VALUE!			#VALUE!
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£121.50	#VALUE!			#VALUE!
£202.50	#VALUE!			#VALUE!
£148.50	#VALUE!			#VALUE!
£256.50	#VALUE!			#VALUE!
£141.75	#VALUE!			#VALUE!
£67.50	#VALUE!			#VALUE!
	#VALUE!	£ -	£ 400.00	#VALUE!
£280.82	#VALUE!			#VALUE!
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£94.50	#VALUE!			#VALUE!
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£256.50	#VALUE!			#VALUE!
£121.50	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£189.00	#VALUE!			#VALUE!
£81.00	#VALUE!			#VALUE!
£236.25	#VALUE!			#VALUE!
£40.50	#VALUE!			#VALUE!
£0.00	#VALUE!	£ 27.01	£ -	#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!	£ 10.00	£ -	#VALUE!
£519.75	#VALUE!			#VALUE!
£337.50	#VALUE!			#VALUE!
£81.00	#VALUE!			#VALUE!
£409.50	#VALUE!			#VALUE!

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£0.00	#VALUE!			#VALUE!
£5,404.58	#VALUE!			#VALUE!
	#VALUE!	£ -	£ 221.01	#VALUE!
£101.25	#VALUE!			#VALUE!
£81.00	#VALUE!			#VALUE!
	#VALUE!	£ -	£ 1,109.00	#VALUE!
£168.75	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£60.75	#VALUE!			#VALUE!
£189.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£67.50	#VALUE!			#VALUE!
	#VALUE!	£ -	£ 10.68	#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£200.25	#VALUE!			#VALUE!
£40.50	#VALUE!			#VALUE!
£207.46	#VALUE!			#VALUE!
	#VALUE!	£ -	£ 105.00	#VALUE!
£60.75	#VALUE!			#VALUE!
£24.75	#VALUE!			#VALUE!
£31.50	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£571.50	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£207.00	#VALUE!			#VALUE!
£51.75	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!	£ 205.00	£ -	#VALUE!
£0.00	#VALUE!			#VALUE!
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£0.00	#VALUE!			#VALUE!

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	#VALUE!	£ -	£ 11.55	#VALUE!
£92.25	#VALUE!			#VALUE!
£308.25	#VALUE!			#VALUE!
£337.50	#VALUE!			#VALUE!
£202.50	#VALUE!			#VALUE!
£14.00	#VALUE!			#VALUE!
£67.50	#VALUE!			#VALUE!
£148.50	#VALUE!			#VALUE!
£153.00	#VALUE!			#VALUE!
£94.50	#VALUE!			#VALUE!
£0.00	#VALUE!	£ 108.45	£ -	#VALUE!
£13.50	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!	£ 232.00	£ -	#VALUE!
£0.00	#VALUE!	£ 69.60	£ -	#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!	£ 7.00	£ -	#VALUE!
£315.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£180.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
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£108.00	#VALUE!			#VALUE!
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£342.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£81.00	#VALUE!			#VALUE!
£135.00	#VALUE!			#VALUE!
£405.00	#VALUE!			#VALUE!
£7,367.00	#VALUE!			#VALUE!
£148.50	#VALUE!			#VALUE!

£162.00	#VALUE!			#VALUE!
	#VALUE!	£ -	£ 18.61	#VALUE!
£108.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£13.50	#VALUE!			#VALUE!
£148.50	#VALUE!			#VALUE!
£153.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£1,228.50	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£383.26	#VALUE!			#VALUE!
£254.50	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£15.75	#VALUE!			#VALUE!
£9.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£179.99	#VALUE!			#VALUE!
£294.75	#VALUE!			#VALUE!
£5,682.00	#VALUE!			#VALUE!
£13.50	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
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£27.00	#VALUE!			#VALUE!
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£0.00	#VALUE!			#VALUE!
	#VALUE!	£ -	£ 167.40	#VALUE!
£271.00	#VALUE!			#VALUE!
£13.50	#VALUE!			#VALUE!
£18.00	#VALUE!			#VALUE!
£256.50	#VALUE!			#VALUE!
£301.80	#VALUE!			#VALUE!
£0.00	#VALUE!			#VALUE!
£135.00	#VALUE!			#VALUE!

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104,120.85	43,130.25	2,131.45	2,936.75	5,916.61
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104,120.85

41,742.50

2,131.45

4,324.50

7,304.36

[illegible]

FRY1	Fundraising	FRY2(correctionsFundraising Credits (banking corrections)
GAY1	GAY1 - Fees*	FRX2(correctionFundraising Debits (banking corrections)
GAY2	NCC Funding*	GAY10(correctionsGeneral Acc Credits (banking corrections)
GAY3	Bursaries	GAX19(correctioGeneral Acc Debits (banking corrections)
GAY4	Milk Refunds	
GAY5	Parent Purchases	
GAY6	Bank interest	
GAY7	Miscellaneous	
GAY8	Ducklings	
GAY9	Grants	
FRX1	Fundraising	
GAX1	Wages	
GAX2	NI contributions	
GAX3	Rent	
GAX4	Education	
GAX5	Admin (equipment)	
GAX6	Admin (expendibles)	
GAX7	Insurance	
GAX8	Subscriptions	
GAX9	Staff training	
GAX11	Milk	
GAX12	Gifts	
GAX13	Miscellaneous	
GAX14	Ducklings	
GAX15	Premises costs	
GAX16	Grants	
GAX17	Fruit / Veg/snacks	
GAX18	Parties	

Puddleducks Community Playgroup
Jubilee Hall
Mulbarton Village Hall
The Common
Mulbarton
Norfolk
NR14 8AE

Ref: Examination of Puddleducks Community Playgroup Accounts

To the Trustees,

As the charity trustees of the Trust, you are responsible for the preparation and filing of the accounts in accordance with the requirements of the Charities Act 2011.

I have completed my examination of the accounts, for year ended 31st August 2022, and can confirm that no material matters have come to my attention.

Yours Sincerely

Tracey Aldous MIP FMAAT
Partner
TAG Accountancy Services
tracey@tag-accountancy.co.uk



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

PUDDLEDUCKS COMMUNITY PLAYGROUP

On accounts for the year
ended

31st August 2022

Charity no
(if any)

Set out on pages

(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 2022.

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:

Tracey Aldous

Date:

27/03/2023

Name:

TRACEY ALDOUS

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

FMAAT

Address:

IAG ACCOUNTANCY SERVICES
GROUND FLOOR OFFICE, VANQUISH HOUSE
WELLESLEY ROAD, NORWICH, NORFOLK, NR15 2AD

Only complete if the examiner needs to highlight 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.

N/A.

Accounts

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

PUDDLEDUCKS COMMUNITY PLAYGROUP

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

Charity number: 1027069

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

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Receipts and Payments Account	7
Statement of Assets and Liabilities	7
Independent Examiner's Report	8
Chairperson, Treasurer and Lead Practitioner Reports	Appendix 1

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

REPORT OF THE TRUSTEES

The Trustees are pleased to present their report, together with the financial statements for the year ended 31 August 2021.

Reference and administration details

Charity name: Puddleducks Community Playgroup

Charity registration number: 1027069

Address of charity: Jubilee Room
Mulbarton Village Hall
The Common
Mulbarton
Norwich
NR14 8AE

Trustees: E Maginn (Chairperson)
A Watson (Treasurer)
H Wright - Secretary
M Frost (Safeguarding Officer)
A Browne
E Mills
P Fulcher
S Small

Associates: N/A

Lead Practitioner: S Webster

Bookkeeper: N Lee

Administrator: D Fiddeman

Bankers: The Co-operative Bank
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

Independent Examiner: Aldous & Saunders

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

Structure, governance and management

Governing document

Puddleducks Community Playgroup was established in 1993. Its constitution was adopted on 4 October 1993 and registered with the Charity Commission (registration number 1027069) on 13 October 1993. An amendment to the constitution was made on 16 October 2015 and submitted to the Charity Commission.

Appointment and recruitment of Trustees

The Trustees are appointed each year at the Annual General Meeting.

The committee of Trustees shall consist of:

- 3 officers (Chairperson, Secretary, Treasurer);
- Not less than 4 nor more than 9 other elected Trustees;
- Up to 3 co-options, at the discretion of the committee.

At least two-thirds of the committee members, including co-opted members, shall at the time of election or co-option be parents of guardians of Children in the setting.

Trustees' induction and training

All new Trustees will be provided with copies of:

- The Charity's constitution
- The latest accounts of the Charity

and are encouraged to read Charity Commission guidance notes CC3 - "The Essential Trustee".

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

Risk management

The Trustees actively review the major risks which the Charity faces on a regular basis and have established systems to mitigate the risks as far as possible, within practical and financial constraints.

Organisational structure

The Trustees administer the Charity and meet 11 times a year to review fee and grant income and discuss and approve forthcoming charitable expenditure.

Objectives and activities

The objects of the Charity are 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.

Achievements and performance

The setting was subject to an Ofsted inspection in September 2016 and achieved a good rating.

Reports of the Chairperson, Treasurer and Lead Practitioner are included in the attached appendix to the financial statements.

Public benefit

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

The Trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the Charity's activities they have had regards to this guidance.

Plans for future periods

The Trustees' financial plans for the coming year are:

- Continue and use existing Fundraising to:
 - Subsidise end of term trips and preschool trip
 - Subsidise play and stay sessions,
 - Fund end of term party and leavers' gifts,
 - Fund Christmas party and children gifts
 - Fund work done to improve the inside and outside spaces and ongoing maintenance
- Maintain the contingency fund already established to cover the cost of statutory redundancies in the unlikely event of closure (and regularly monitor the adequacy of this fund);
- Minimise further depletion of the general reserves to ensure the financial viability of the Charity;

Financial review

The Charity is funded by fee income and local authority funding. Total receipts amounted to £94,228 and after payments of £85,110 and liabilities of £6,900, net income for the year amounted to £2,219.

The Trustees consider the year end financial position to be in line with budgeted expectations and confirm that the Charity can currently meet all known obligations.

Reserves policy

At the year end, the Charity's free reserves amounted to £54,396. It is the Trustees' aim to maintain reserves in order to:

1. meet redundancy liabilities should the setting have to close;
2. maintain a general contingency reserve equal to one term's outgoings;
3. Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

Signed on behalf of the Trustees



Dr. E. Maginn
Chairperson
16/06/2022

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

RECEIPTS AND PAYMENTS ACCOUNT

	2021	2020
Income receipts	£	£
Fees	13,215	8,202
Early Years Funding	73,006	59,349
Bursaries	-	-
Milk refunds	-	-
Parent purchases	-	-
Sundry income	-	1,850
Investment income	-	-
Grants	6,794	8,663
Ducklings	-	2,310
Fundraising income	1,214	6,339
	<u>94,228</u>	<u>86,712</u>
Charitable expenditure		
Wages	69,356	72,716
Rent	7,283	6,109
Education	-	146
Admin equipment	835	2,658
Admin expenses	1212	888
Insurance	935	827
Yearly subscriptions	2,729	371
Staff training	-	50
Milk / Fruit & Veg	644	537
Gifts	-	-
Premises expenses	-	-
Grants expended	-	-
Sundry expenses	-1,340	3,459
Ducklings		1,406
Parties		50
Fundraising expenses	3,454	1,756
	<u>85,110</u>	<u>90,973</u>
Other payments		
VH Maintenance Contribution	350	-
Independent Examiner's fees	48	48
August Salaries	6,500	5,312
	<u>6,900</u>	<u>96,333</u>
Net receipts for the year	<u>2,219</u>	<u>(9,621)</u>
Ringfenced Furlough Grant Payment	-	(8,663)
Cash and bank balances at start of year	<u>45,277</u>	<u>49,524</u>
Cash and bank balances at year end	<u>54,396</u>	<u>45,313</u>

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

STATEMENT OF ASSETS AND LIABILITIES

	2021	2020
	£	£
Cash funds		
Bank Current account	49,285	37,398
Bank Fundraising account	5,111	7,915
	<u>54,396</u>	<u>45,313</u>
Current Assets		
Income: Autumn Fees	-	-
Income: Ducklings	-	-
	=	=
Current Liabilities		
Purchases	-	-
Fundraising	-	-
VH Maintenance Contribution	350	-
Wages/PAYE/NI	6,900	-
Rent (Scout hut) Duckling	-	-
IE Fee	50	-
	<u>6,900</u>	=

These financial statements were approved by the Trustees on 9th June 2021 and are signed on their behalf by:



E Maginn
Chairperson

A Watson
Treasurer

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

INDEPENDENT EXAMINER'S REPORT



Norwich Office
First Floor, Vanquish House
Willesey Road, Long Stratton
Norwich, Norfolk, NR15 2PD

Tel 01508 675432
Email hello@aldous-saunders.co.uk
Web www.aldous-saunders.co.uk

Puddleducks Community Playgroup
Jubilee Hall
Mulbarton Village Hall
The Common
Mulbarton
Norfolk
NR14 8AE

Ref: Examination of Puddleducks Community Playgroup Accounts

To the Trustees,

As the charity trustees of the Trust, you are responsible for the preparation and filing of the accounts in accordance with the requirements of the Charities Act 2011.

I have completed my examination of the accounts, for year ended 31st August 2021, and can confirm that no material matters have come to my attention.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Glenn Saunders', written over a horizontal line.

Glenn Saunders FMAAT
Partner
Aldous & Saunders Accountants and Business Advisors
glenn@aldous-saunders.co.uk



AAT Licensed
Accountant

Registered Office: First Floor, Vanquish House, Willesey Road, Long Stratton, Norwich, Norfolk, NR15 2PD.
Registered in England No.0909888. Tracy Aldous and Glenn Saunders are licensed and regulated by AAT
to provide services in accordance with licence number 8307 & 7066, VAT no.964 0496 90.



PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 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

Charity Name
PUDDLEDUCKS COMMUNITY PLAYGROUP

On accounts for the year
ended

31st AUGUST 2021

Charity no
(if any)

Set out on pages

(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 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:

16/5/2022

Name:

GLENN SAUNDERS

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

FMAAT

Address:

ALDOUS A SAUNDERS ACCOUNTANTS
FIRST FLOOR, UNGLOUGH HOUSE, WELLESLEY ROAD
NORFOLK NR15 2PD

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

A handwritten signature or set of initials, possibly 'N/A', is written in the top left corner of the disclosure box. It consists of a vertical line with a small hook at the top, and a horizontal line with a small hook at the end, intersecting to form a stylized mark.

CHAIRPERSONS REPORT

Welcome:

On behalf of the committee and staff I would like to thank all those who are here tonight for our postponed Puddleducks AGM meeting. Which is, in fact, our 2021 AGM, which was postponed due to Ongoing Covid disruptions.

Puddleducks is a registered charity run for the benefit of our children, and the wider community and is a not for profit organisation. In order to operate as a Charity, we are required to run an AGM each year, to present to our members – who are you: The current parents & carers of our attending children. We require a minimum 7 members to attend an AGM to be Quorate. This keeps us legally in line with our charitable constitution.

Thanks to Committee:

First of all, I would like thank the outgoing Committee members, Sam and Paul for their work and attendance over recent years. They have been great to work with and have always been there to help, especially with the charitable events that we have put on.

I also want to thank the current committee members who are staying on. Unfortunately due to a number of us having increased personal commitments, we've not met up as often as we have in previous years, but it's been really good to have input and specialist experience from the new members: Emma, Matt and Amy who joined following the 2020 AGM.

I also want to give personal thanks to Hayley, who has worked incredibly hard as Secretary, and Ash who has been a fantastic Treasurer.

Thanks to Staff:

I do also want to thank Sarah and all the staff on behalf of all of us. Puddleducks would be nothing without the dedication of Sarah and the Puddleducks team.

The past couple of years have been tough for everyone, especially as Covid disruptions have lingered on into 2022, and the Puddleducks staff have coped incredibly well and show amazing dedication and resilience.

The Early Years sector has become increasingly tough. Both as a career choice and as a business. But despite this, Puddleducks (and our staff) continue to give a first-class experience for the children that attend, as we have now, for over 30 years.

So, for this, we thank them for their dedication and hard work in such challenging times.

Challenges:

As you will hear from the Treasurers report, 2020-2021 has continued to be challenging financially too. However, we do currently have 44 registered children, and a number of sessions are comfortably busy, and operating at a reasonably capacity.

We currently have 5 children of 1 & 2 years old on the waiting list.

As a committee and staff team, we obviously need to work hard at ensuring puddleducks maintains our current service levels, and actively keeps attracting new children to the setting.

We are currently advertising for a new member of staff to help replace Dannielle who left earlier in the year. Again, these hours have in part been picked up by existing staff, and it's great to see the whole team are helping out.

Committee Commitments:

Historically, the Committee have met one evening a month, 12 times per year. But we are aware that this can be a big commitment for busy parents.

Again, this year, we have planned for 6 committee meetings, roughly 2 months apart.

Because Puddleducks operates as a charity, we are required to be managed by committee. The Committee MUST be made up of:

- 3 officers: Chair; Treasurer & Secretary
- Between 4 & 9 General members (elected at AGM)
- And up to 3 co-opted members, if required (that can be voted in by the committee after the AGM)

At least two thirds of the committee members (including co-opted members) MUST be parents or guardians of children currently enrolled at Puddleducks.

Unfortunately, we are at the point where we do require new committee members to join us, to maintain a minimum. Therefore, I would like to encourage any interested parents to consider joining the committee – As it stands we require at least 1 new member this year to remain constitutionally robust.

Committee meetings are used to discuss and vote on core management issues and policies that steer Puddleducks as an Early Years provider. It allows staff, committee and parents, the opportunity to voice any concerns or suggest areas of improvement. It is also the time when we officially vote in any changes to things such as fees, new policies etc.

While we do not require attendance at every meeting, and we can be flexible with dates, we do need at least 4no committee members to attend when we vote.

It should also be noted that Both Ash (Treasurer) and myself (Chair) are required to step down at the next AGM, so I would encourage anyone who may have an interest in taking up either of these positions to contact us, as Puddleducks cannot technically carry on without 3 officers in place.

It should be noted however, that the committee have voted to amend the constitutional documents, which we plan to ask for members to vote on at the next 2022 AGM.

Maintaining Best Practice Care & Staff levels:

We will strive to reduce overheads and excessive costs where possible, but we still commit to maintaining best practice staffing levels, training and child care

The Role of Fundraising and Fundraisers:

Puddleducks has always offered fantastic off-site visits and treats for our children: We would not be able to do as much as we do, without the continue efforts of fundraising. Unfortunately, we've not been able to offer as many trips as in previous years, but we are hopeful that these will be able to resume again soon. However, the committee has voted to use some of the funds normally used on trips, to fund new play equipment for the setting. Tanks to Sam and Hayley who have

Even if you don't want to commit to an acting committee member, you are very welcome to join in an help with organising or supporting the summer Fete. This year

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

Hayley Wright will be leading the fundraising team, and planning events for the coming year.

Thanks again for attending and for your support.

An invitation for Committee Members and voting in other roles will follow later in the agenda.

Ellis

Dr. Ellis Maginn
Chair, Puddleducks Preschool, Mulbarton

m: 07914 758132

e: chair@puddleducksmulbarton.co.uk

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

TREASURERS REPORT

The Puddleducks financial year runs from 1st September to 31st August annually. This allows the management of Playgroup's finances in the context of admissions and staffing each academic year.

Uncertainty around Covid continued to put pressure on the financial performance with an initial budget review expecting a loss in the year. Coupled with increased running costs this forced a rate review for unfunded hours which was implemented in April 2021. This was the first increase in 5 years and still remains a competitive rate for similar settings in the area. Puddleducks are also proud to continue providing snacks, sourced locally from the Paddock Farm Shop, at no additional cost.

During the 12 month accounting period, the Puddleducks totals were as follows:

Receipts	-	£94k (up 9% on previous year)
Payments & Liabilities	-	£92k (down 7% on previous year)
Net Receipts	-	£2k (compared to £-9k in previous year)

The accounts have been independently verified by Aldous & Saunders ready for submission to the Charities Commission.

Comparison to previous year:

	2020/21	2019/20
Receipts	£94k	£87k
Payments & Liabilities	£92k	£96k
Net Receipts	£2k	£-9k

The most significant element of expenditure relates to staffing of the setting which accounts for 82% of expenditure.

At the year end, the Charity's free reserves amounted to £54,396. It is the Trustees' aim to maintain reserves in order to:

- meet redundancy liabilities should the setting have to close;
- maintain a general contingency reserve equal to one term's outgoings;
- Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

Fundraising during the year has generated over £1.2k which was used in part to fund an attempted purchase of some new outside play equipment. Unfortunately delivery was delayed due to Covid and a partial refund for undelivered items was received after the close of the year.

To conclude, it was another difficult year for all at Puddleducks however finished on a positive note in that previous annual losses were mitigated. We are now nearly through the 2021/22 financial year with increased pressures due to the cost of living crisis however remain positive that with the continued investment in the setting and support from the staff, committee, parents & carers we are well placed to attract new children to the playgroup.

Ashley Watson
Treasurer

LEAD PRACTITIONERS REPORT

With Covid-19 still present we returned for a new academic year with all covid protocols still in place and covid very much still in our minds. This did not stop us from welcoming new children and their families to Puddleducks, although the settling process was different all children coped and settled into Puddleducks well, showing just how resilient children can be.

As the academic year progressed it became clear that further restrictions were to be placed on us and in January 2021, we had to put procedures in place and reduce the number of children attending as the country went into another lockdown. We continued to remain open, with reduced numbers of children we looked at how we could continue our learning for those at home. We introduced a home learning coordinator, Dani and she made contact with families weekly, reading stories, music and movement sessions and offering learning ideas.

Further into the academic year and the children return to a more normal Puddleducks we are able to continue our learning together. A topic that we all really enjoyed together was minibeasts, watching our caterpillars grow and become butterflies which were able to release into the garden. Our allotment garden continues to be a space that the children really enjoy accessing and helping with.

The children raised fund for Children in Need, and enjoyed World book day by getting dressed up as their favourite book character.

Chloe brought her rabbits in to meet us. We have really enjoyed welcoming Jet and Marshall into Puddleducks. The children enjoyed cuddles with them and spent time listening to Chloe talk about how we look after them. It was great to see the children develop their confidence around the rabbits, especially those that were less sure at the beginning.

Staff training and personal development has continued with Anna moving forward with her level 3 Early Years Educator and completing it in October 2021. Anna has been able to take on more responsibility within the setting and is now session supervisor on two days of the week.

Chloe joined the team on a permanent contract, moving from bank staff hours and has participated in training courses to update her knowledge and professional development.

We also welcomed Katherine to the team in September 2021 as a SEN support assistant for a child with an EHCP. Katherine has worked with the family and other professionals to ensure that the development and learning needs of the child are met within the setting.

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2021

Sarah, Anna, Janice, Chloe and Katherine completed a two-day paediatric first aid course.

Staff have also completed child protection and safeguarding training and Janice has completed the safeguarding lead practitioner training so that she can support Sarah in this role.

We also continue to use Educare, an online training system for some courses.

Accounts

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

PUDDLEDUCKS COMMUNITY PLAYGROUP

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

Charity number: 1027069

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

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Chairperson, Treasurer and Lead Practitioner Reports	Appendix 1

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

REPORT OF THE TRUSTEES

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Charity name: Puddleducks Community Playgroup

Charity registration number: 1027069

Address of charity: Jubilee Room
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The Common
Mulbarton
Norwich
NR14 8AE

Trustees: E Maginn (Chairperson)
A Watson (Treasurer)
B Holland - Secretary
N Lambert (Safeguarding Officer)
D Vaughan
H Wright
C Meeson
S Small

Associates: N/A

Lead Practitioner: S Webster

Bookkeeper: N Lee

Administrator: D Fiddeman

Bankers: The Co-operative Bank
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

Independent Examiner: Aldous & Saunders

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

Structure, governance and management

Governing document

Puddleducks Community Playgroup was established in 1993. Its constitution was adopted on 4 October 1993 and registered with the Charity Commission (registration number 1027069) on 13 October 1993. An amendment to the constitution was made on 16 October 2015 and submitted to the Charity Commission.

Appointment and recruitment of Trustees

The Trustees are appointed each year at the Annual General Meeting.

The committee of Trustees shall consist of:

- 3 officers (Chairperson, Secretary, Treasurer);
- Not less than 4 nor more than 9 other elected Trustees;
- Up to 3 co-options, at the discretion of the committee.

At least two-thirds of the committee members, including co-opted members, shall at the time of election or co-option be parents of guardians of Children in the setting.

Trustees' induction and training

All new Trustees will be provided with copies of:

- The Charity's constitution
- The latest accounts of the Charity

and are encouraged to read Charity Commission guidance notes CC3 - "The Essential Trustee".

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

Risk management

The Trustees actively review the major risks which the Charity faces on a regular basis and have established systems to mitigate the risks as far as possible, within practical and financial constraints.

Organisational structure

The Trustees administer the Charity and meet 11 times a year to review fee and grant income and discuss and approve forthcoming charitable expenditure.

Objectives and activities

The objects of the Charity are 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.

Achievements and performance

The setting was subject to an Ofsted inspection in September 2016 and achieved a good rating.

Reports of the Chairperson, Treasurer and Lead Practitioner are included in the attached appendix to the financial statements.

Public benefit

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

The Trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the Charity's activities they have had regards to this guidance.

Plans for future periods

The Trustees' financial plans for the coming year are:

- Continue and use existing Fundraising to:
 - Subsidise end of term trips and preschool trip
 - Subsidise play and stay sessions,
 - Fund end of term party and leavers' gifts,
 - Fund Christmas party and children gifts
 - Fund work done to improve the inside and outside spaces and ongoing maintenance
- Maintain the contingency fund already established to cover the cost of statutory redundancies in the unlikely event of closure (and regularly monitor the adequacy of this fund);
- Minimise further depletion of the general reserves to ensure the financial viability of the Charity;

Financial review

The Charity is funded by fee income and local authority funding. Total receipts amounted to £86,712 and after payments of £90,973 and liabilities of £5,360, net income for the year amounted to **£-9,621**.

The Trustees consider the year end financial position to be in line with budgeted expectations and confirm that the Charity can currently meet all known obligations.

Reserves policy

At the year end, the Charity's free reserves amounted to £45,313. It is the Trustees' aim to maintain reserves in order to:

1. meet redundancy liabilities should the setting have to close;
2. maintain a general contingency reserve equal to one term's outgoings;
3. Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

Signed on behalf of the Trustees



Dr. E. Maginn
Chairperson
28th April 2021

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

RECEIPTS AND PAYMENTS ACCOUNT

	2020	2019
Income receipts	£	£
Fees	8,202	18,761
Early Years Funding	59,349	55,831
Bursaries	-	-
Milk refunds	-	-
Parent purchases	-	67
Sundry income	1,850	-
Investment income	-	-
Grants	8,663	-
Ducklings	2,310	1,758
Fundraising income	6,339	3,186
	<u>86,712</u>	<u>79,603</u>
Charitable expenditure		
Wages	72,716	84,355
Rent	6,109	7,140
Education	146	2,702
Admin equipment	2,658	2,502
Admin expenses	888	46
Insurance	827	827
Yearly subscriptions	371	549
Staff training	50	108
Milk / Fruit & Veg	537	953
Gifts	0	88
Premises expenses	-	-
Grants expended	-	-
Sundry expenses	3,459	(3,150)
Ducklings	1,406	1,050
Parties	50	-
Fundraising expenses	1,756	7,371
	<u>90,973</u>	<u>104,541</u>
Other payments		
Independent Examiner's fees	48	-
August Salaries	5,312	-
	<u>96,333</u>	<u>104,541</u>
Net receipts for the year	<u>(9,621)</u>	<u>(24,938)</u>
Cash and bank balances at start of year	<u>49,524</u>	<u>74,462</u>
Cash and bank balances at year end	<u>45,313</u>	<u>49,524</u>

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

STATEMENT OF ASSETS AND LIABILITIES

	2020 £	2019 £
Cash funds		
Bank Current account	37,398	44,297
Bank Fundraising account	7,915	5,228
	<u>45,313</u>	<u>49,524</u>
Current Assets		
Income: Autumn Fees	-	-
Income: Ducklings	-	-
	=	=
Current Liabilities		
Purchases	-	-
Fundraising	-	-
Wages Ducklings	-	-
Wages/PAYE/NI	5,312	-
Rent (Scout hut) Duckling	-	-
IE Fee	48	=
	<u>5,360</u>	=

These financial statements were approved by the Trustees on 28 April 2021 and are signed on their behalf by:



E Maginn
Chairperson

A Watson
Treasurer

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

INDEPENDENT EXAMINER'S REPORT



Norwich Office
First Floor, Vantage House
Walsley Road, Long Stratton
Norwich, Norfolk, NR15 2PD

Tel 01508 571432
Email help@aldous-saunders.co.uk
Web www.aldous-saunders.co.uk

Puddleducks Community Playgroup
Jubilee Hall
Mulbarton Village Hall
The Common
Mulbarton
Norfolk
NR14 8AE

Ref: Examination of Puddleducks Community Playgroup Accounts

To the Trustees,

As the charity trustees of the Trust, you are responsible for the preparation and filing of the accounts in accordance with the requirements of the Charities Act 2011.

I have completed my examination of the accounts, for year ended 31st August 2020, and can confirm that no material matters have come to my attention.

Yours Sincerely

Tracey Aldous MIP FMAAT
Partner
Aldous & Saunders Accountants and Business Advisors
tracey@aldous-saunders.co.uk

PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

		Independent examiner's report on the accounts	
Section A Independent Examiner's Report			
Report to the trustees/ members of	Charity Name: PUDDLEDUCKS COMMUNITY PLAYGROUP		
On accounts for the year ended	31 ST AUGUST 2020	Charity no (if any)	
Set out on pages	(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 DD / MM / YYYY.		
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:	16/03/2021
Name:	TRACEY ALDOUS		
Relevant professional qualification(s) or body (if any):	FMAAT		
Address:	ALDOUS & SAUNDERS ACCOUNTANTS VANQUISH HOUSE, WELLESLEY ROAD, THARSTON, NORFOLK, NR15 2PD.		

Section B	Disclosure
Give here brief details of any items that the examiner wishes to disclose.	Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).
	N/A (0000)

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October 2018

PUDDLEDUCKS COMMUNITY PLAYGROUP

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Puddleducks is a registered charity run for the benefit of our children, and the wider community and is a not for profit organisation. In order to operate as a Charity, we are required to run an AGM each year, to present to our members – who are you: The current parents & carers of our attending children. We require a minimum 7 members to attend an AGM to be Quorate. This keeps us legally in line with our charitable constitution.

Thanks to Committee:

First of all, I would like thank the outgoing Committee members, Nathan, Caroline, Donna and Becca for their hard work and dedication over the years that they have been with us. They have been great to work with and Becca has been a fantastic secretary and organiser for Puddleducks.

I also want to thank the current Committee members who are staying on. It's unfortunate that we've not had much opportunity to meet up in person this year. But, I'm glad we have a core of Trustees staying on for another year; and also to have Ash continuing as Treasurer for a third year.

Thanks to Staff:

And finally, I do also want to thank Sarah and all the staff on behalf of all of us: 2020 - 2021 has been a tough year for everyone, but this year has really highlighted how 'front-line' and 'essential' Early Years Education is. Unfortunately, Early Years, tends to not be considered as much, or be featured as prominently as many other front-line educational services. Sarah and the staff have all rallied together and made many changes to ensure the safety and well-being of our children has been paramount. They've done this all while also ensuring that the setting is still a fun and inviting space for the children that attend. And of course, they've also had to do this whilst having to balance the risks and well being of their own families throughout the pandemic.

So, for this we thank them for their dedication and hard work in such challenging times.

Challenges:

As you will hear from the Treasurers report, 2019-2020 was a challenging year financially too. However, we are on course to bring our finances back into line, post-Covid.

As a new committee, in 2019, We collectively agreed to put plans in place to rebrand Puddleducks and revamp the website; update social media use; and refresh the setting with new decoration, toys and equipment. We also have a number of new members of staff that have joined over the past couple of years, adding to the core of experience that Puddleducks has with Sarah leading a great and enthusiastic team.

All of these changes have worked to attract more children to the setting, and we now feel we are in a great place to continue growth; attract more children and bring in new staff and continue to develop our existing staff from within.

Last year we introduced an online invoicing and back office system for Puddleducks. I realise that we've had a few teething problems with the direct debit automation on this, so thanks for bearing with us. We are close to having the processes automated and internally organised a bit better, but on the whole, the system is proving to be simpler and more transparent for parents and the Puddleducks admin team.

Committee Commitments:

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Historically, the Committee have met one evening a month, 12 times per year. But we are aware that this can be a big commitment for busy parents.

This year, we have planned for 6 committee meetings, roughly 2 months apart.

Because Puddleducks operates as a charity, we are required to be managed by committee. The Committee MUST be made up of:

- 3 officers: Chair; Treasurer & Secretary
- Between 4 & 9 General members (elected at AGM)
- And up to 3 co-opted members, if required (that can be voted in by the committee after the AGM)

At least two thirds of the committee members (including coopted members) MUST be parents or guardians of children currently enrolled at Puddleducks.

Unfortunately, we are at the point where the majority of our committee have not got children in Setting anymore. Therefore, I would like to encourage any interested parents to consider joining the committee – As it stands we require 3 new members this year to remain constitutionally robust.

Committee meetings are used to discuss and vote on core management issues and policies that steer Puddleducks as an Early Years provider. It allows staff, committee and parents, the opportunity to voice any concerns or suggest areas of improvement. It is also the time when we officially vote in any changes to things such as fees, new policies etc.

While we do not require attendance at every meeting, and we can be flexible with dates, we do need at least 4no committee members to attend when we vote.

To ensure that Sarah and the staff are supported, and things are still managed correctly; Myself, The Treasurer and Lead Practitioner, have operational meetings and calls as necessary, and we are also now able to have more discussions on Facebook Groups, which has allowed us to make faster decisions, which was essential during lockdown.

Maintaining Best Practice Care & Staff levels:

We will strive to reduce overheads and excessive costs where possible, but we still commit to maintaining best practice staffing levels, training and child care

The Role of Fundraising and Fundraisers:

Puddleducks has always offered fantastic off-site visits and treats for our children:

We would not be able to do as much as we do, without the continue efforts of fundraising. Unfortunately we've had to suspend both external trips and fund raising this year. But we do intend to have a 30th birthday fete this summer to celebrate Puddleducks 30th Year.

Even if you don't want to commit to an acting committee member, you are very welcome to join in an help with organising or supporting the summer Fete. This year Sam Small and Hayley Wright will be leading the fundraising team, and planning events for the summer.

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Dr. Ellis Maginn

Chair, Puddleducks Preschool, Mulbarton

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TREASURERS REPORT

The Puddleducks financial year runs from 1st September to 31st August annually. This allows the management of Playgroup's finances in the context of admissions and staffing each academic year.

The annual budget was initially reported to return a deficit of approximately £20k which was mainly impacted by a continuation of low no's in setting as also experienced in the previous year.

Puddleducks, like many other businesses, was greatly affected by Covid 19. Following announcement of lockdown and the subsequent closure of the setting the financial outlook was uncertain. Revenue was impacted due to the freezing of fees while children were absent from the setting however Government funding was still paid at a great relief to all.

The introduction of the Furlough scheme also helped plug the gap due to the absence of fee's and a general relaxation on other financial commitments over and above salaries were a huge help. A big thank you to the Village Hall committee who froze rent payments during lockdown.

Other benefits received in year gained were as follows:

- HMRC Refund for prior year overpayments of approx £2k
- Donation from the Paul Bassam Charitable trust in the sum of £813.50

A combination of the above meant that the initially anticipated deficit was drastically reduced.

During the 12 month accounting period, the Puddleducks totals were as follows:

Receipts	-	£87k (up 8% on previous year)
Payments & Liabilities	-	£96k (down 9% on previous year)
Net Receipts	-	£-9k

The accounts have been independently verified by Aldous & Saunders ready for submission to the Charities Commission.

Comparison to previous year:

	2019/20	2018/19
Receipts	£87k	£80k
Payments & Liabilities	£96k	£105k
Net Receipts	£-9k	£-25k

The most significant element of expenditure relates to staffing of the setting which accounts for 80% of expenditure.

At the year end, the Charity's free reserves amounted to £45,313. It is the Trustees' aim to maintain reserves in order to:

- meet redundancy liabilities should the setting have to close;
- maintain a general contingency reserve equal to one term's outgoings;
- Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

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Fundraising during the year has generated over £2.5k of profit with the majority coming from the Xmas fair. Due to lockdown these funds weren't utilised in year however it did help to replenish the fundraising account following the extensive redecorating work carried out before the start of the September term. It has also allowed for the procurement of some new outdoor play equipment in 2021.

Ducklings had a positive start to the year and continued to prove that it is a valuable source of income to Puddleducks. Ducklings is self funded and on this basis the Committee decided that Ducklings represents good value for money as a form of publicity and feeder group for Puddleducks, and that we should continue to invest.

To conclude, it has been a strange and uncertain year for all at Puddleducks. We are fortunate that the initially anticipated deficit was largely reduced and admissions seem to be on the rise. We do however, still face a challenging 12 months to ensure that we get back to at least a break even position as we cannot continue to run at a deficit. We do however remain positive that with the continued investment in the setting and support from the staff, committee, parents & carers we are well placed to attract new children to the playgroup.

Ashley Watson
Treasurer

LEAD PRACTITIONERS REPORT

A year and a half have flown past since our last AGM and due to the covid-19 restrictions we find ourselves in a very different situation. Who would have thought we would find Puddleducks closed for 3 months during the first lockdown from mid-March to June 2020? Having to put in place new procedures, new ways of maintaining contact with the children and their families, offering learning opportunities and activities for the children at home through online systems, holding our committee meetings and AGM through zoom.

We are very privileged to work with such a fantastic group of children and their families. Families that have found themselves becoming teachers to their children with home schooling and juggling working from home and childcare. We would like to thank all our families for their support and understanding during this time when we have found ourselves in situations that we could never have imagined.

For us as Early years practitioners it has been a very strange and different year. We lost three months of face to face learning time with the children. When we returned on 1st June 2020 it was with restricted bubbles of children, spending most of our days outside. We enjoyed minibeast hunts, lots of water play, role play in the mud kitchen and building sandcastles in the sand pit. Due to the lengthy time away, we were unable to start any growing projects with the children and the allotment garden became overgrown. We have gradually brought it back to life with the help of committee members and staff and we are back up and running with our growing projects. In recent weeks due to the kind generosity of our families we have received seeds for planting, plants and new watering cans for the children to use. We look forward to harvesting the fruits and vegetables in the coming months and eating them at snack time.

We have transitioned children to school that have not had their full preschool year with us, not being able to visit the school with them, not being able to hold parents' evenings, open days, fundraising events, parties and trips, all things that are part of Puddleducks. We are privileged to nurture such a lovely group of children and have greatly missed those that left us for school in July 2020.

After the last AGM in October 2019 things were still normal, we hadn't heard of covid-19 and this meant that we were able to offer some great the learning experiences to the children. We harvested our homegrown pumpkins and the remaining produce from the allotment garden. We were also able to take part in fundraising for Children in Need, World book day and Comic Relief. Our last fundraising event was a successful Valentines stay and play session

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organised by Hayley and Samantha, with over 40 children and their parents attending and enjoying some great valentine themed activities.

We were able to hold our annual Preschool Nativity, welcoming Parents, Grandparents and extended family to watch. At the end of the Autumn term 2019 we saw changes to the staff team, we said goodbye to Kim and Karina.

The new academic year 2020 began well, with covid-19 procedures and restrictions still in place. If this is the new normal then we have embraced it and tried to continue as normal. We were able to welcome back all our children and new children and their families as well. The children settled back well and have enjoyed being back with their friends. We have purchased some new wooden climbing equipment for the outdoor space and it will shortly be installed ready for the children to access to. This equipment will help to develop the childrens gross motor skills and allow them to manage, assess and take their own risks. This equipment has been purchased with funds raised at our Christmas fair and other fundraising events.

On April 17th 2021 Puddleducks celebrated its 30th birthday and as we were still in lockdown with covid restrictions any party and celebration will be held off until later in the year when we hope to hold an event to raise funds for the group and to also welcome back children, their families and staff who have previously been part of the Puddleducks community.

The staff team have worked exceptionally hard to try and maintain normality for the children attending Puddleducks, putting aside their own fears and anxieties to continue offering the learning experiences that the children have been able to take part in.

The staff team have continued with their own professional development. Training for us has changed and as with most things has moved across to online learning. Staff have undertaken online training in infection control and prevention, child protection and paediatric first aid, as well as refreshing their knowledge around the EYFS, behaviour management and mental health and well-being. In September 2020 Anna returned to study and is busy studying for her Early Years Educator level 3 qualification.

The past academic year and this academic year so far are ones we will not forget, with so many changes and challenges occurring during this difficult and unprecedented time.

The staff team and I would like to say 'Thank you' to the outgoing committee for all of their hard work behind the scenes and support that they have offered the staff team over the last year and a half.

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I would also like to thank the parents and extended family members for their continued support in all we do at Puddleducks.

Thank you.

Sarah Webster

Lead Practitioner

												GENERAL ACCOUNT			FUNDRAISING ACCOUNT		
												Account: 65216512 00			Fundraising Account: 65216512 50		
												Opening Date: 01/09/19			Opening Date: 01/09/19		
												Opening Balance: 44,296.75			Opening Balance: 5,227.55		
MONTH	Notes	Gen Acc Ref	FR Acc Ref	Date	Budget Code	Budget Code Description	Amount Debit	Amount Credit	Balance	Income or cost category	Description of income or expense	Debit	Credit	Balance	Debit	Credit	Balance
9	Query. Can this be reported as	1		2/9/2019	GAX3	Rent	£ 595.01		48,929.29		Mulbarton Village Hall - Rent	£595.01	£ -	43,701.74	0	0	5,227.55
9		2		2/9/2019	GAY8	Ducklings		£ 651.68	49,580.97		PO Credit - Ducklings Income	£ -	£651.68	44,353.42	0	0	
9		3		4/9/2019	GAX1	Wages	£ 633.22		48,947.75		J Howard - Salary	£ 633.22	£0.00	43,720.20	0	0	633.22
9		4		4/9/2019	GAX1	Wages	£ 710.36		48,237.39		A Mayhew - Salary	£ 710.36	£0.00	43,009.84	0	0	710.36
9		5		4/9/2019	GAX1	Wages	£ 710.47		47,526.92		M Milburn - Salary	£ 710.47	£0.00	42,299.37	0	0	710.47
9		6		4/9/2019	GAX1	Wages	£ 945.66		46,581.26		K Turney - Salary	£ 945.66	£0.00	41,353.71	0	0	945.66
9		7		4/9/2019	GAX1	Wages	£ 491.16		46,090.10		R Arthurs - Salary	£ 491.16	£0.00	40,862.55	0	0	491.16
9		9		4/9/2019	GAX1	Wages	£ 277.61		45,812.49		D Fiddeman - Salary	£ 277.61	£0.00	40,584.94	0	0	277.61
9		10		4/9/2019	GAX1	Wages	£ 368.37		45,444.12		K King - Salary	£ 368.37	£0.00	40,216.57	0	0	368.37
9		11		4/9/2019	GAX1	Wages	£ 222.01		45,222.11		N Hall - Salary	£ 222.01	£0.00	39,994.56	0	0	222.01
9		12		4/9/2019	GAX1	Wages	£ 1,025.44		44,196.67		D Radford - Salary	£ 1,025.44	£0.00	38,969.12	0	0	1,025.44
9		13		4/9/2019	GAX1	Wages	£ 1,318.16		42,878.51		S Webster - Salary	£ 1,318.16	£0.00	37,650.96	0	0	1,318.16
9		8		4/9/2019	GAX2	Ni contributions	£ 416.12		42,462.39		HMRC	£ 416.12	£0.00	37,234.84	0	0	416.12
9		14		9/9/2019	GAX1	Wages	£ 191.91		42,270.48		Nest - Pension Plan	£ 191.91	£0.00	37,042.93	0	0	191.91
9		15		10/9/2019	GAX1	Wages	£ 75.12		42,195.36		Heather Nunn - Payroll Fee	£ 75.12	£0.00	36,967.81	0	0	75.12
9		16		16/9/2019	GAX13	Miscellaneous	£ 50.00		42,145.36		Premier Pest Solutions - Beehive	£ 50.00	£0.00	36,917.81	0	0	50.00
9		17		16/9/2019	GAX14	Ducklings	£ 51.66		42,093.70		S Webster - Expenses	£ 51.66	£0.00	36,866.15	0	0	51.66
9		18		16/9/2019	GAX5	Admin (equipment)	£ 278.35		41,815.35		S Webster - Expenses	£ 278.35	£0.00	36,587.80	0	0	278.35
9		19		24/9/2019	GAX5	Admin (equipment)	£ 70.78		41,744.57		Plusnet - Mobile/Internet	£ 70.78	£0.00	36,517.02	0	0	70.78
9		20		24/9/2019	GAY1	GAY1 - Fees*		£ 36.00	41,780.57		C Meeson - Barnaby Meeson Winter Fee	£ -	£36.00	36,553.02	0	0	0.00
9		21		26/9/2019	GAX14	Ducklings	£ 3.00		41,777.57		L Tink - Expenses	£ 3.00	£0.00	36,550.02	0	0	3.00
9		22		26/9/2019	GAX14	Ducklings	£ 27.97		41,749.60		K Johnson - Expenses	£ 27.97	£0.00	36,522.05	0	0	27.97
9		23		26/9/2019	GAX14	Ducklings	£ 75.00		41,674.60		Little Tinkers - Invoice #4	£ 75.00	£0.00	36,447.05	0	0	75.00
9		24		26/9/2019	GAX3	Rent	£ 80.00		41,594.60		Mulbarton Village Hall - Photography Day	£ 80.00	£0.00	36,367.05	0	0	80.00
9		25		26/9/2019	GAY1	GAY1 - Fees*		£ 420.00	42,014.60		National Savings - LFUL80778 Winter Fee	£ -	£420.00	36,787.05	0	0	0.00
9		26		27/9/2019	GAY1	GAY1 - Fees*		£ 364.00	42,378.60		National Savings - TPR121073 Winter Fee	£ -	£364.00	37,151.05	0	0	0.00
9		27		30/9/2019	GAX5	Admin (equipment)	£ 99.00		42,279.60		Nursery In A Box - Direct Debit	£ 99.00	£0.00	37,052.05	0	0	99.00
9		28		1/10/2019	GAX3	Rent	£ 595.01		41,684.59		Mulbarton Village Hall - Rent	£ 595.01	£0.00	36,457.04	0	0	595.01
9		30		2/10/2019	FRY1	Fundraising		£ 813.50	42,498.09		Paul Bassam and Price Family Donations	£ -	£0.00	36,457.04	£ -	£ 813.50	0.00
9		29		2/10/2019	GAY1	GAY1 - Fees*		£ 780.00	43,278.09		National Savings - JSOL97496 Winter Fee	£ -	£780.00	37,237.04	£ -	£ 780.00	0.00
10	Also see 51a above	1		4/10/2019	FRY1	Fundraising		£ 13.03	43,291.12		FR Account - Interest	£ -	£0.00	37,237.04	£ -	£ 13.03	0.00
10		31		4/10/2019	GAX1	Wages	£ 91.79		43,199.33		D Alves - Salary	£ 91.79	£0.00	37,145.25	0	0	91.79
10		32		4/10/2019	GAX1	Wages	£ 175.72		43,023.61		N Hall - Salary	£ 175.72	£0.00	36,969.53	0	0	175.72
10		33		4/10/2019	GAX1	Wages	£ 222.21		42,801.40		N Lee - Salary	£ 222.21	£0.00	36,747.32	0	0	222.21
10		34		4/10/2019	GAX1	Wages	£ 72.45		42,728.95		E Jones - Salary	£ 72.45	£0.00	36,674.87	0	0	72.45
10		35		4/10/2019	GAX1	Wages	£ 43.43		42,685.52		H Mabee - Salary	£ 43.43	£0.00	36,631.44	0	0	43.43
10		36		4/10/2019	GAX1	Wages	£ 174.82		42,510.70		Nest - Pension Plan	£ 174.82	£0.00	36,456.62	0	0	174.82
10		37		4/10/2019	GAX1	Wages	£ 277.61		42,233.09		D Fiddeman - Salary	£ 277.61	£0.00	36,179.01	0	0	277.61
10		38		4/10/2019	GAX1	Wages	£ 368.37		41,864.72		K King - Salary	£ 368.37	£0.00	35,810.64	0	0	368.37
10		39		4/10/2019	GAX1	Wages	£ 478.06		41,386.66		A Mayhew - Salary	£ 478.06	£0.00	35,332.58	0	0	478.06
10		40		4/10/2019	GAX1	Wages	£ 574.03		40,812.63		R Arthurs - Salary	£ 574.03	£0.00	34,758.55	0	0	574.03
10		41		4/10/2019	GAX1	Wages	£ 871.64		39,940.99		K Turney - Salary	£ 871.64	£0.00	33,886.91	0	0	871.64
10		42		4/10/2019	GAX1	Wages	£ 942.60		38,998.39		D Radford - Salary	£ 942.60	£0.00	32,944.31	0	0	942.60
10		43		4/10/2019	GAX1	Wages	£ 953.52		38,044.87		J Howard - Salary	£ 953.52	£0.00	31,990.79	0	0	953.52
10		44		4/10/2019	GAX1	Wages	£ 1,568.56		36,476.31		S Webster - Salary	£ 1,568.56	£0.00	30,422.23	0	0	1,568.56
10		45		4/10/2019	GAY1	GAY1 - Fees*		£ 348.00	36,824.31		O Crawford - Winter Fees	£ -	£348.00	30,770.23	0	0	0.00
10		46		8/10/2019	GAY1	GAY1 - Fees*		£ 168.00	36,992.31		A Harraton - Winter Fees	£ -	£168.00	30,938.23	0	0	0.00
10		48		9/10/2019	GAX2	Ni contributions	£ 169.44		36,822.87		HMRC	£ 169.44	£0.00	30,768.79	0	0	169.44
10		47		9/10/2019	GAX5	Admin (equipment)	£ 73.68		36,749.19		D Fiddeman - Expenses	£ 73.68	£0.00	30,695.11	0	0	73.68
10		49		9/10/2019	GAY1	GAY1 - Fees*		£ 252.00	37,001.19		National Savings - PMUNS8420 Winter Fees	£ -	£252.00	30,947.11	0	0	0.00
10		51b		10/10/2019	FRY1	Fundraising		£ 23.90	37,025.09		PO Credit - Fundraising Takings	£ -	£0.00	30,947.11	£ -	£ 23.90	0.00
10		50		10/10/2019	GAX3	Rent	£ 23.80		37,001.29		Rent - 2% Adjustment Payment	£ 23.80	£0.00	30,923.31	0	0	23.80
10		52		10/10/2019	GAY1	GAY1 - Fees*		£ 560.00	37								

											GENERAL ACCOUNT			FUNDRAISING ACCOUNT			
											Account: 65216512 00		Fundraising Account: 65216512 50				
											Opening Date: 01/09/19		Opening Date: 01/09/19				
											Opening Balance: 49,524.30		Opening Balance: 44,296.75		Opening Balance: 5,227.55		
MONTH	Notes	Gen Acc Ref	FR Acc Ref	Date	Budget Code	Budget Code Description	Amount Debit	Amount Credit	Balance	Income or cost category	Description of income or expense	Debit	Credit	Balance	Debit	Credit	Balance
1	Originally entered as GAX6 (Expenses)	160		3/1/2020	GAX1	Wages	£ 482.46		41,352.56		D Alves - Salary	£ 482.46	£0.00	33,235.29	0	0	3,263.25
1		161		3/1/2020	GAX1	Wages	£ 1,234.40		40,118.16		S Webster - Salary	£ 1,234.40	£0.00	32,000.89	0	0	3,263.25
1		162		3/1/2020	GAX1	Wages	£ 795.02		39,323.14		A Mayhew - Salary	£ 795.02	£0.00	31,205.87	0	0	3,263.25
1		163		3/1/2020	GAX1	Wages	£ 776.99		38,546.15		D Radford - Salary	£ 776.99	£0.00	30,428.88	0	0	3,263.25
1		164		3/1/2020	GAX1	Wages	£ 750.21		37,795.94		J Howard - Salary	£ 750.21	£0.00	29,678.67	0	0	3,263.25
1		153		3/1/2020	GAX2	Ni contributions	£ 197.52		37,598.42		HMRC	£ 197.52	£0.00	29,481.15	0	0	3,263.25
1		166		6/1/2020	GAX1	Wages	£ 407.88		37,190.54		Invoice 0817 - Heather Nunn	£ 407.88	£0.00	29,073.27	0	0	3,263.25
1		165		6/1/2020	GAX17	Fruit / Veg/snacks	£ 311.61		36,878.93		Invoice 35 - Paddock's Farm Shop	£ 311.61	£0.00	28,761.66	0	0	3,263.25
1		167		7/1/2020	GAX1	Wages	£ 121.03		36,757.90		Nest - Pension Plan	£ 121.03	£0.00	28,640.63	0	0	3,263.25
1		168		8/1/2020	GAY1	GAY1 - Fees*		£ 60.00	36,817.90		C Lardner - Spring Term	£ -	£60.00	28,700.63	0	0	3,263.25
1		169		8/1/2020	GAY1	GAY1 - Fees*		£ 48.00	36,865.90		A Pritchard - Spring Term	£ -	£48.00	28,748.63	0	0	3,263.25
1		170		8/1/2020	GAY1	GAY1 - Fees*		£ 90.00	36,955.90		G Rix - Spring Term	£ -	£90.00	28,838.63	0	0	3,263.25
1		171		9/1/2020	GAY1	GAY1 - Fees*		£ 208.00	37,163.90		J Soloman - Spring Term	£ -	£208.00	29,046.63	0	0	3,263.25
1		172		13/1/2020	GAY1	GAY1 - Fees*		£ 104.00	37,267.90		S Price - Spring Term	£ -	£104.00	29,150.63	0	0	3,263.25
1		173		14/1/2020	FRX1	Fundraising	£ 205.00		37,062.90		Tricky Twister Christmas Party Booking	£ -	£0.00	29,150.63	£ 205.00	£ -	3,058.25
1		174		16/1/2020	FRX1	Fundraising	£ 172.67		36,890.23		J Howard - Expenses	£ -	£0.00	29,150.63	£ 172.67	£ -	2,885.58
1		175		20/1/2020	GAY1	GAY1 - Fees*		£ 48.00	36,938.23		J Harraton - Spring Term	£ -	£48.00	29,198.63	0	0	2,885.58
1		178		21/1/2020	GAX14	Ducklings	£ 34.50		36,903.73		Little Tinkers Invoice 6	£ 34.50	£0.00	29,164.13	0	0	2,885.58
1		180		21/1/2020	GAX14	Ducklings	£ 19.90		36,883.83		L Tink - Expenses	£ 19.90	£0.00	29,144.23	0	0	2,885.58
1		176		21/1/2020	GAX6	Admin (expendibles)	£ 95.39		36,788.44		IN-5468655 - ESPO	£ 95.39	£0.00	29,048.84	0	0	2,885.58
1		177		21/1/2020	GAX9	Staff training	£ 50.00		36,738.44		2 x First Aid Training (Desposit)	£ 50.00	£0.00	28,998.84	0	0	2,885.58
1	179		21/1/2020	GAY1	GAY1 - Fees*		£ 10.00	36,748.44		I Samson - Spring Term	£ -	£10.00	29,008.84	0	0	2,885.58	
1	181		22/1/2020	GAY1	GAY1 - Fees*	£ 12.00		36,736.44		C Lardner - REFUND of overpayment	£ 12.00	£0.00	28,996.84	0	0	2,885.58	
1	182		23/1/2020	GAY1	GAY1 - Fees*		£ 7.00	36,743.44		I Samson - Spring Term	£ -	£7.00	29,003.84	0	0	2,885.58	
1	183		23/1/2020	GAY1	GAY1 - Fees*		£ 8.00	36,751.44		B Draper - Spring Term	£ -	£8.00	29,011.84	0	0	2,885.58	
1	184		23/1/2020	GAY1	GAY1 - Fees*		£ 64.00	36,815.44		T Price - Spring Term	£ -	£64.00	29,075.84	0	0	2,885.58	
1	185		23/1/2020	GAY1	GAY1 - Fees*		£ 72.00	36,887.44		P Munn - Spring Term	£ -	£72.00	29,147.84	0	0	2,885.58	
1	186		24/1/2020	GAX5	Admin (equipment)	£ 66.84		36,820.60		Plusnet - Mobile/Internet	£ 66.84	£0.00	29,081.00	0	0	2,885.58	
1	188		24/1/2020	GAY1	GAY1 - Fees*		£ 96.00	36,916.60		J Pigney - Spring Term	£ -	£96.00	29,177.00	0	0	2,885.58	
1	187		24/1/2020	GAY2	NCC Funding*		£ 649.20	37,565.80		NCC - Remittance 1405253	£ -	£649.20	29,826.20	0	0	2,885.58	
1	189		28/1/2020	GAX5	Admin (equipment)	£ 99.00		37,466.80		Nursery In A Box - Direct Debit	£ 99.00	£0.00	29,727.20	0	0	2,885.58	
1	190		29/1/2020	GAY1	GAY1 - Fees*		£ 96.00	37,562.80		J Bradley - Spring Term	£ -	£96.00	29,823.20	0	0	2,885.58	
1	191		30/1/2020	GAY1	GAY1 - Fees*		£ 8.00	37,570.80		F Watson - Spring Term	£ -	£8.00	29,831.20	0	0	2,885.58	
1	192		3/2/2020	GAY1	GAY1 - Fees*		£ 36.00	37,606.80		A Pritchard - Spring Term	£ -	£36.00	29,867.20	0	0	2,885.58	
2	193		3/2/2020	GAY1	GAY1 - Fees*		£ 36.00	37,642.80		C Lardner - Spring Term	£ -	£36.00	29,903.20	0	0	2,885.58	
2	194		3/2/2020	GAY1	GAY1 - Fees*		£ 18.00	37,660.80		B Draper - Spring Term	£ -	£18.00	29,921.20	0	0	2,885.58	
2	195		3/2/2020	GAX3	Rent	£ 606.91		37,053.89		Mulbarton Village Hall Rent	£ 606.91	£0.00	29,314.29	0	0	2,885.58	
2	196		4/2/2020	GAX14	Ducklings	£ 88.00		36,965.89		Mulbarton Scouts Hall Hire - Jan 2020	£ 88.00	£0.00	29,226.29	0	0	2,885.58	
2	197		4/2/2020	FRX1	Fundraising	£ 20.00		36,945.89		Mulbarton Village Hall Room Hire 14/02/2020	£ -	£0.00	29,226.29	£ 20.00	£ -	2,865.58	
2	198		5/2/2020	GAX1	Wages	£ 818.79		36,127.10		A Mayhew - Salary	£ 818.79	£0.00	28,407.50	0	0	2,865.58	
2	199		5/2/2020	GAX1	Wages	£ 938.96		35,188.14		D Radford - Salary	£ 938.96	£0.00	27,468.54	0	0	2,865.58	
2	200		5/2/2020	GAX1	Wages	£ 955.96		34,232.18		J Howard - Salary	£ 955.96	£0.00	26,512.58	0	0	2,865.58	
2	201		5/2/2020	GAX1	Wages	£ 1,641.84		32,590.34		S Webster - Salary	£ 1,641.84	£0.00	24,870.74	0	0	2,865.58	
2	202		5/2/2020	GAX1	Wages	£ 690.55		31,899.79		R Arthurs - Salary	£ 690.55	£0.00	24,180.19	0	0	2,865.58	
2	203		5/2/2020	GAX1	Wages	£ 578.95		31,320.84		D Alves - Salary	£ 578.95	£0.00	23,601.24	0	0	2,865.58	
2	204		5/2/2020	GAX2	Ni contributions	£ 527.88		30,792.96		HMRC	£ 527.88	£0.00	23,073.36	0	0	2,865.58	
2	205		5/2/2020	GAX1	Wages	£ 365.89		30,427.07		D Fiddeman - Salary	£ 365.89	£0.00	22,707.47	0	0	2,865.58	
2	206		5/2/2020	GAX1	Wages	£ 292.69		30,134.38		N Lee - Salary	£ 292.69	£0.00	22,414.78	0	0	2,865.58	
2	207		5/2/2020	GAX1	Wages	£ 68.97		30,065.41		K Blanch - Salary	£ 68.97	£0.00	22,345.81	0	0	2,865.58	
2	208		5/2/2020	GAY1	GAY1 - Fees*		£ 60.00	30,125.41		A Reeves - Spring Fees	£ -	£60.00	22,405.81	0	0	2,865.58	
2	209		5/2/2020	GAY1	GAY1 - Fees*		£ 78.00	30,203.41		S Price - Spring Term	£ -	£78.00	22,483.81	0	0	2,865.58	
2	210		6/2/2020	GAY1	GAY1 - Fees*		£ 54.00	30,257.41		P Munn - Spring Term	£ -	£54.00	22,537.81	0	0	2,865.58	
2	211																

												GENERAL ACCOUNT			FUNDRAISING ACCOUNT		
												Account: 65216512 00			Fundraising Account: 65216512 50		
												Opening Date: 01/09/19			Opening Date: 01/09/19		
												Opening Balance: 49,524.30			Opening Balance: 44,296.75		
MONTH	Notes	Gen Acc Ref	FR Acc Ref	Date	Budget Code	Budget Code Description	Amount Debit	Amount Credit	Balance	Income or cost category	Description of income or expense	Debit	Credit	Balance	Debit	Credit	Balance
6		320		09/06/20	GAY8	Ducklings		£ 330.82	45,903.08		Ducklings	£ -	£330.82	38,037.68	0	0	3,011.38
6		321		10/06/20	GAY9	Grants		£ 3,935.63	49,838.71		Furlough HMRC Grant	£ -	£3,935.63	41,973.31	0	0	3,011.38
6		322		24/06/20	GAX5	Admin (equipment)	£ 66.72		49,771.99		Plusnet - Mobile/Internet	£ 66.72	£0.00	41,906.59	0	0	3,011.38
6		323		29/06/20	GAX5	Admin (equipment)	£ 99.00		49,672.99		Nursery in A Box - Direct Debit	£ 99.00	£0.00	41,807.59	0	0	3,011.38
7		324		01/07/20	GAX3	Rent	£ 606.91		49,066.08		Mulbarton Village Hall Rent	£ 606.91	£0.00	41,200.68	0	0	3,011.38
7		325		02/07/20	GAX17	Fruit / Veg/snacks	£ 218.65		48,847.43		Paddock Farm - Fruit Orders	£ 218.65	£0.00	40,982.03	0	0	3,011.38
7		326		02/07/20	GAX6	Admin (expendibles)	£ 64.44		48,782.99		ESPO orders	£ 64.44	£0.00	40,917.59	0	0	3,011.38
7		327		02/07/20	GAX13	Miscellaneous	£ 19.20		48,763.79		Kenny's Shredding	£ 19.20	£0.00	40,898.39	0	0	3,011.38
7		328		03/07/20	GAX1	Wages	£ 350.99		48,412.80		D Alves - Salary	£ 350.99	£0.00	40,547.40	0	0	3,011.38
7		329		03/07/20	GAX1	Wages	£ 522.00		47,890.80		R Arthurs - Salary	£ 522.00	£0.00	40,025.40	0	0	3,011.38
7		330		03/07/20	GAX1	Wages	£ 633.54		47,257.26		J Howard - Salary	£ 633.54	£0.00	39,391.86	0	0	3,011.38
7		331		03/07/20	GAX1	Wages	£ 705.29		46,551.97		A Mayhew - Salary	£ 705.29	£0.00	38,686.57	0	0	3,011.38
7		332		03/07/20	GAX1	Wages	£ 1,266.03		45,285.94		S Webster - Salary (Incorrect Bank Details Stored)	£ 1,266.03	£0.00	37,420.54	0	0	3,011.38
7		333		03/07/20	GAX1	Wages	£ 277.61		45,008.33		D Fiddeman - Salary	£ 277.61	£0.00	37,142.93	0	0	3,011.38
7		334		03/07/20	GAX2	NI contributions	£ 228.56		44,779.77		HMRC - PAYE	£ 228.56	£0.00	36,914.37	0	0	3,011.38
7		335		03/07/20	GAX1	Wages	£ 222.21		44,557.56		N Lee - Salary	£ 222.21	£0.00	36,692.16	0	0	3,011.38
7		336		03/07/20	GAX1	Wages	£ 822.62		43,734.94		D Radford - Salary	£ 822.62	£0.00	35,869.54	0	0	3,011.38
7		337		06/07/20	GAX1	Wages	£ 1,266.03		42,468.91		S Webster - Salary	£ 1,266.03	£0.00	34,603.51	0	0	3,011.38
7		338		06/07/20	GAX1	Wages		£ 1,266.03	43,734.94		S Webster - Salary (Bounce Back)	£ -	£1,266.03	35,869.54	0	0	3,011.38
7		339		06/07/20	GAY2	NCC Funding*		£ 2,710.00	46,444.94		NCC Funding	£ -	£2,710.00	38,579.54	0	0	3,011.38
7		340		07/07/20	GAX1	Wages	£ 110.88		46,334.06		Nest - Pension Plan	£ 110.88	£0.00	38,468.66	0	0	3,011.38
7		341		10/07/20	GAY9	Grants		£ 791.41	47,125.47		HMRC - Furlough Payment	£ -	£791.41	39,260.07	0	0	3,011.38
7		342		14/07/20	GAX1	Wages	£ 80.52		47,044.95		Heather Nunn - July Invoice	£ 80.52	£0.00	39,179.55	0	0	3,011.38
7		343		20/07/20	GAX6	Admin (expendibles)	£ 7.00		47,037.95		R Arthurs - Expenses	£ 7.00	£0.00	39,172.55	0	0	3,011.38
7		344		20/07/20	GAX6	Admin (expendibles)	£ 52.25		46,985.70		A Mayhew - Expenses	£ 52.25	£0.00	39,120.30	0	0	3,011.38
7		345		20/07/20	GAX6	Admin (expendibles)	£ 36.02		46,949.68		A Mayhew - Expenses	£ 36.02	£0.00	39,084.28	0	0	3,011.38
7		346		21/07/20	FRY1	Fundraising		£ 50.00	46,999.68		Mulbarton Village Hall Donation	£ -	£0.00	39,084.28	£ -	£ 50.00	3,061.38
7		347		24/07/20	GAX5	Admin (equipment)	£ 66.60		46,933.08		Plusnet - Mobile/Internet	£ 66.60	£0.00	39,017.68	0	0	3,061.38
7		348		27/07/20	GAX6	Admin (expendibles)	£ 390.83		46,542.25		S Webster - Expenses	£ 390.83	£0.00	38,626.85	0	0	3,061.38
7		349		27/07/20	GAX6	Admin (expendibles)	£ 9.56		46,532.69		J Howard - Expenses	£ 9.56	£0.00	38,617.29	0	0	3,061.38
7		350		28/07/20	GAX5	Admin (equipment)	£ 99.00		46,433.69		Nursery in A Box - Direct Debit	£ 99.00	£0.00	38,518.29	0	0	3,061.38
8		351		03/08/20	GAX3	Rent	£ 606.91		45,826.78		Mulbarton Village Hall - Rent	£ 606.91	£0.00	37,911.38	0	0	3,061.38
8		352		05/08/20	GAX1	Wages	£ 1,266.03		44,560.75		S Webster - Salary	£ 1,266.03	£0.00	36,645.35	0	0	3,061.38
8		353		05/08/20	GAX1	Wages	£ 982.13		43,578.62		D Radford - Salary	£ 982.13	£0.00	35,663.22	0	0	3,061.38
8		354		05/08/20	GAX1	Wages	£ 705.29		42,873.33		A Mayhew - Salary	£ 705.29	£0.00	34,957.93	0	0	3,061.38
8		355		05/08/20	GAX1	Wages	£ 633.54		42,239.79		J Howard - Salary	£ 633.54	£0.00	34,324.39	0	0	3,061.38
8		356		05/08/20	GAX1	Wages	£ 555.03		41,684.76		R Arthurs - Salary	£ 555.03	£0.00	33,769.36	0	0	3,061.38
8		357		05/08/20	GAX1	Wages	£ 473.07		41,211.69		D Alves - Salary	£ 473.07	£0.00	33,296.29	0	0	3,061.38
8		358		05/08/20	GAX1	Wages	£ 277.61		40,934.08		D Fiddeman - Salary	£ 277.61	£0.00	33,018.68	0	0	3,061.38
8		359		05/08/20	GAX1	Wages	£ 222.01		40,712.07		N Lee - Salary	£ 222.01	£0.00	32,796.67	0	0	3,061.38
8		360		07/08/20	GAY2	NCC Funding*		£ 4,235.26	44,947.33		NCC Grant Payment	£ -	£4,235.26	37,031.93	0	0	3,061.38
8		361		10/08/20	GAX1	Wages	£ 124.16		44,823.17		Nest Pension Plan	£ 124.16	£0.00	36,907.77	0	0	3,061.38
8		362		11/08/20	GAX1	Wages	£ 137.70		44,685.47		Heather Nunn Invoice	£ 137.70	£0.00	36,770.07	0	0	3,061.38
8		363		11/08/20	GAX6	Admin (expendibles)	£ 48.00		44,637.47		Aldous & Saunders Invoice	£ 48.00	£0.00	36,722.07	0	0	3,061.38
8		364		12/08/20	GAX1	Wages		£ 791.41	45,428.88		Furlough HMRC Grant	£ -	£791.41	37,513.48	0	0	3,061.38
8		365		24/08/20	GAX13	Miscellaneous	£ 1,895.44		43,533.44		Transfer to Fundraising	£ 1,895.44	£0.00	35,618.04	0	0	3,061.38
8			3	24/08/20	FRY1	Fundraising		£ 1,895.44	45,428.88		Transfer from General Account	£ -	£0.00	35,618.04	£ -	£ 1,895.44	4,956.82
8		368		24/08/20	GAX5	Admin (equipment)	£ 66.72		45,362.16		Plusnet - Mobile/Internet	£ 66.72	£0.00	35,551.32	0	0	4,956.82
8		369		28/08/20	GAX5	Admin (equipment)	£ 99.00		45,263.16		Nursery in A Box - Direct Debit	£ 99.00	£0.00	35,452.32	0	0	4,956.82
1		370							45,263.16			£ -	£ -	35,452.32	0	0	4,956.82

£	95,893.85	£	91,632.71	£	45,263.16
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94,138.29	85,293.86	35,452.32	1,755.56	6,338.85	4,956.82
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Balance B/fwd	£ 49,524.30
Debits	£ 95,893.85
Credits	£ 91,632.71
Total Mastersheet	£ 45,263.16
General Acc as at 31.08.20	£ 37,397.76
F/R Acc as at 31.08.20	£ 7,915.40
Total Bank A/C	£ 45,313.16

50.00 Discrepancy to be investigated. Suspected payment in FR account not accounted for

Puddleducks Community Playgroup
Jubilee Hall
Mulbarton Village Hall
The Common
Mulbarton
Norfolk
NR14 8AE

Ref: Examination of Puddleducks Community Playgroup Accounts

To the Trustees,

As the charity trustees of the Trust, you are responsible for the preparation and filing of the accounts in accordance with the requirements of the Charities Act 2011.

I have completed my examination of the accounts, for year ended 31st August 2020, and can confirm that no material matters have come to my attention.

Yours Sincerely



Tracey Aldous MIP FMAAT
Partner
Aldous & Saunders Accountants and Business Advisors
tracey@aldous-saunders.co.uk



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

Charity Name

PUDDLE DUCKS COMMUNITY PLAYGROUND

On accounts for the year
ended

31ST AUGUST 2020.

Charity no
(if any)

Set out on pages

(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 DD / MM / YYYY.

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:

TRACEY ALDOUS

Date:

16/03/2021

Name:

TRACEY ALDOUS

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

FMAAT

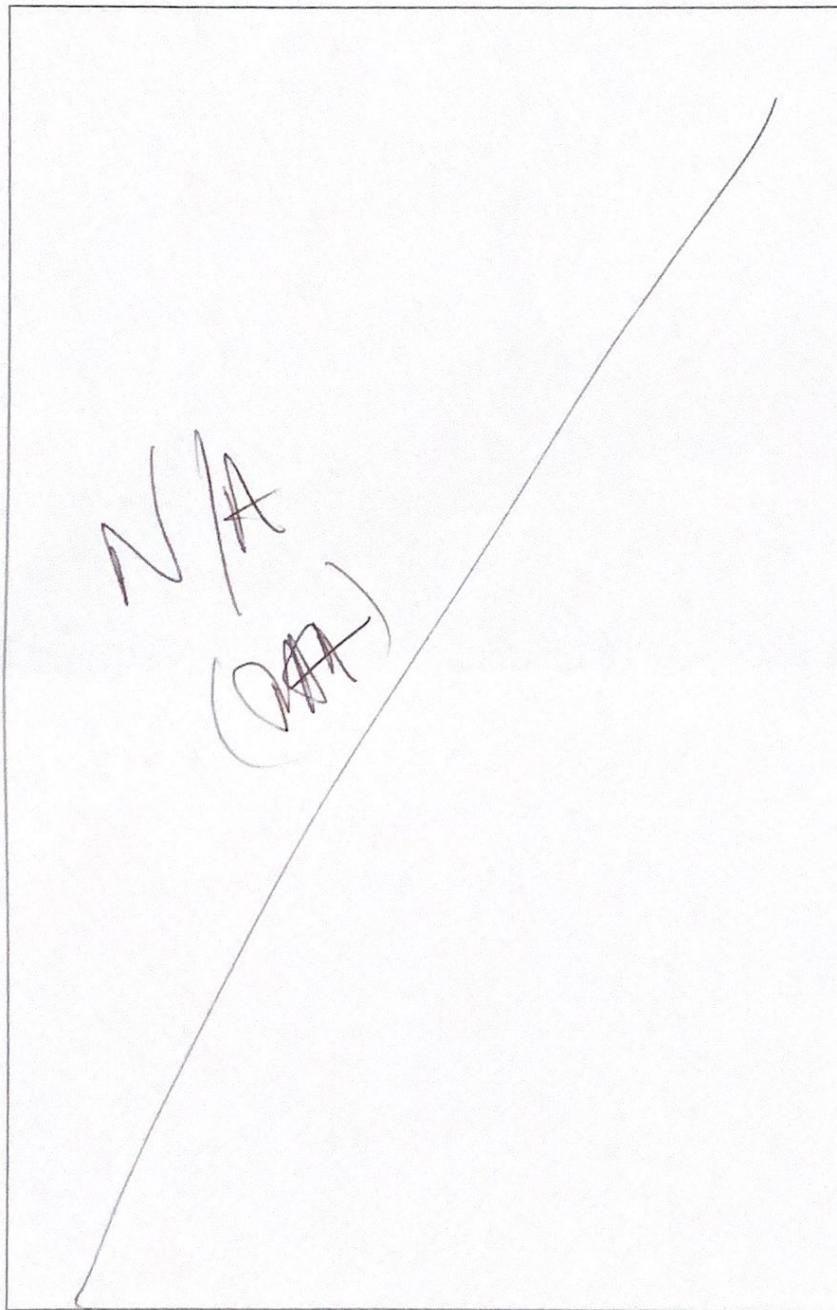
Address:

ALDOUS & SAUNDERS ACCOUNTANTS
VANQUISH HOUSE, WELLESLEY ROAD,
THARSTON, NORFOLK, NR15 2PD.

Section B**Disclosure**

Only complete if the examiner needs to highlight 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.



N/A
(0000)