

ST HELEN'S PLAYGROUP

AGM MINUTES

Tuesday 31st January 2023 at 9.00am

In attendance:

Committee

Charlotte Ayers (Chair)

Carol Pickering (Co-opted Committee Member and Manager, acting Secretary)

Parents

Becky Fletcher, Emma Griffin, Taylor Garlick, Yarnah Claxton, Agnes Barabas, Kamile Darzinskaite, Mohamad Ali, Amber Maples, Helsie Sherman-Hallums, Stacey Hyam, Stephanie Goodall, Anna Repman, Katie Strowger.

Apologies:

Jyoti Agwar (Treasurer)

Rosie Loveday

Dan Sedgwick

Tiffany Bellingham

1. Welcome

Charlotte Ayers welcomed everyone to the meeting, introduced herself as Chairperson and gave the apologies of Jyoti, the Treasurer.

2. Chairperson's Report

St Helen's Playgroup has been running now for over 35 years and continues to thrive despite all the challenges that pre-schools are having to face, from a lack of government funding and annual increases to the national minimum wage to increased expectations.

We currently have 7 members of staff on permanent contracts and 3 on zero hour contracts to provide cover when needed. Carmen is the newest member of the team who started with us in September but she has settled in well and is already a valued member of the team. Joanna will be starting maternity leave in March with her shifts being covered by existing members of staff.

St Helen's Playgroup, St Helen's Church, St Helen's Street, Ipswich, IP4 2LS

The required adult:child ratios are always exceeded. This has always been the philosophy of the playgroup and although maximising these ratios would bring in more revenue we believe that this would compromise the care and learning opportunities that we would be able to provide for the children.

We have been full since September and have a list of children waiting to join.

Following an application to the Suffolk Community Foundation we were recently awarded £1,875.00 to carry out necessary repairs to our outside space. It is hoped that this work will be completed this term so that the garden can be fully utilised once again.

Over the past two years we have been able to access additional support for families through the Ipswich Opportunity Area. Although the funding for this work has come to an end, Carol is still able to help families who are struggling financially or in need of a little bit of help with parenting, you just need to ask.

The team at St Helen's Playgroup are always happy to talk with you about your child and how you can support their development at home and can also offer advise and reassurance on things like toilet training and managing challenging behaviour.

3. Treasurer's Report

Carol Pickering presented the report on behalf of the Treasurer.

A copy of this report is attached to the Minutes of this meeting. The accounts for 2021/22 were subject to an independent examination and no concerns were raised.

Carol explained that the Early Education Funding levels for 2023/24 have been released by Suffolk County Council and although the levels have increased, they are not in line with the increase to the national minimum wage which comes into effect in April. As a result, it is likely that Playgroup will operate at a loss next year and this is not sustainable in the long term.

4. Election of a New Committee

Charlotte invited anyone interested in becoming a Committee member, particularly if they are interested in fund raising for Playgroup, to speak with herself or Carol Pickering. New Committee members will be required to undertake

St Helen's Playgroup, St Helen's Church, St Helen's Street, Ipswich, IP4 2LS

Charity Number: 1029698

Ofsted Number: 251649

a DBS check.

5.Playgroup Report

Carol Pickering thanked parents for raising the money for a new trampoline which the children now enjoy using.

Playgroup has received the grant from the Suffolk Community Foundation to replace the retaining sleepers and play bark in the garden and requested help from volunteers to prepare the garden for the necessary works. 7 parents offered to help; a date is to be agreed after the half term break.

Carol encouraged parents to 'like' or comment on observations of their child on Tapestry and to upload photos and comments of the things their child does with them at home. This will help staff to plan activities for individual children, which helps to support their learning and development. Tapestry was purchased with a grant from the Covid Restart Programme in September 2021 and has proved to be an asset to the setting.

6. Any Other Business

Questions were invited from those present:

- Will Playgroup be affected by the planned teacher strikes?

Carol confirmed that Playgroup would not be affected by any strike action.

There were no further questions so Charlotte thanked everyone for attending the meeting. The meeting closed at 9.30am.

St Helen's Playgroup
Treasurers Report
Annual Accounts for Year End 2022

The following balances were held by St Helens Playgroup on 29th April 2022:

Llyods Account	£32,472.73
Petty Cash in Hand	nil
Total	£32,472.73

The accounts for the period May 2021 to April 2022 are as shown below:

Income	£50,061.98
Expenditure	£46,433.79
Profit/ (Loss)	£3,628.19

	FY22	FY21
Profit/ (Loss)	£3,628.19	(£4,818.89)
Income	£50,061.98	£35,548.65
Local Authority Funding	£42,510.85	£30,583.28
Attendance Fees	£6,915.00	£3,009.00
Grants	£570.00	£1,856.37
Other	£66.13	£100.00
Expenditure	£46,433.79	£40,367.54
Wages	£39,811.56	£36,714.13
Training	£1,516.17	£51.60
Rent	£1,600.00	£440.00
Equipment	£1,214.34	£967.02
Other	£2,291.72	£2,194.79

It should be noted that of the £32,472.73 held on 29/04/2022, £9,384.92 related to specific funding and £14,671 to allocated reserves, leaving £8,416.81 of accessible funds.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
St Helen's Playgroup

On accounts for the year
ended

30 April 2022

Charity no
(if any)

1029698

Set out on pages

Financial Summary

(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 **30 / 04 / 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:

Date: 30/11/2022

Name:

Gary L Parker

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

FCCA

Address:

23 Woodrush Road, Purdis Farm, Ipswich, IP3 8RB

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.