



Chairperson's report 2022 - 2023

Thank you for coming. As you will be aware, as a charity we are required to hold an AGM as a formality. I however like to see this meeting as a way to celebrate our achievements and contemplate how best we can further improve to ensure that the needs of all our children are met and to make sure Tansor Playgroup continues to flourish.

What a successful year the 2022-23 academic year was. Our Ofsted report was a powerful overview of the lovely practise that is seen each day at Tansor and despite grading our overall effectiveness as 'Good,' there were so many wonderful elements of the playgroup highlighted in the report. The inspector didn't fail to notice our 'broad and well-sequenced curriculum.' She commented on the fact that children with special educational needs are 'very well supported' and she noticed the children's excitement as they start their day.

The children have benefitted from the arrival of second-hand furniture last Autumn that has brought a lot of scope as to how the different areas of the playgroup can be divided and used. Generous donations and good fundraising have left us in a good position for additional purchases.

Rent has been increased by the Village Hall Committee. In order to keep up with this rental increase, along with general pay increases and village hall utility bills, we will need to increase our hourly rate by 50p from January, keeping us in line with Rainbows, a local competitor offering a similar learning environment to what we have on offer at Tansor. Fundraising cannot be used to pay staff and the need to break even is paramount.

I need to mention how grateful Tansor is to the committee. The Ofsted inspector pointed out, and I quote, that 'the dedicated manager is extremely well supported by the playgroup committee. This partnership continuously improves the provision for children.' This observation hopefully makes all the hard work feel worth it as it is the children that everyone is doing this for. We need to say goodbye to ... and thank them for everything they have done for Tansor.

Happenings...

Christine Ambrose added to her responsibilities by taking on the payroll since October 2022. This seems to be working very well, especially because Christine has a close working relationship with our Treasurer, Sophie. We have introduced Thursday and Friday afternoons last academic year, both which are quiet now but got busy towards the end of last year. On that note, our current numbers



are pleasing but many of our children will be going to school in September 2024 so we will need to recruit some younger children in the spring. For this reason, advertising, promotion and our website need to be a big committee focus. What's more, we are required to report that there have been no safeguarding issues this period.

Talking of recruitment... New committee recruits are needed. We are a charitable organisation and require a committee in order to operate. Without a committee, we close. For this meeting to be constitutionally binding we are required to always have a minimum of 5 committee members, 60% of which are family members. We would be delighted if any of you would like to sign up. We are friendly and all just want the best for our children. If you are interested in joining us, please let me stress the necessity for quick DBS checks and EY2 forms. Come and chat to me to discuss!

Alice Ticehurst (Chair)

20th September 2023



Michelle's Playgroup Report AGM 2022-2023

-I would like to start by saying thank you to all the committee members for their hard work this last year. Particularly those who are signing off this year. I get to know you quite well on the committee, and it feels like old friends leaving, but I know some new faces will be coming on so I'm sure we will be ok. Thanks again for all your hard work and commitment.

- The committee with help from Christine and Me employs staff, pay staff, update policies, invoice parents, submit funding claims, keep the website in order, fundraise... and complete yearly appraisals with staff. Without their diligence I would struggle. The teamwork at Tansor manages the setting and is very important. Our Ofsted result gave us the kudos we have all been working hard to achieve, and made all the hard work seem worthwhile.

- Christine is our admin lady is a key member of the staff team who offers tons of support to both the committee and me. She is like having a PA at times and I am very grateful to her for all she does. Thanks Christine.

- I started 4 years ago at Tansor, and as a staff team we all get along well. Sam started last Dec, and has settled so well with us and is now deputy since Teresa left to retire at the end of July. We know each other's strengths and weaknesses and play to the strengths. I'm so proud of the staff for our Ofsted report what can I say 'I couldn't have done it without them' Outstanding next time ladies!

-This academic year we have 15 children going to school in Sep 2024 and currently only 8 that we will keep who go to school in Sep 2025. I'm sure these numbers will grow as spring arrives.

-last academic year we invited parents in lots, and the committee actively helped when required. Such as making cakes for Mothers day and Fathers Day teas (thanks Ruth!) and helping throw Teresa a leaving gathering at the end of July this year. Alongside these events the playgroup invited the 3/4yr old children's parent's to a nativity, and the younger children's parents to a Christmas craft session with songs. We hope to keep this up alongside morning stay and play drop offs, and parent consultations that are now embedded into our practice.



- Our aims from last year have been met. Staff have visited other settings for ideas, we have developed a SEND action plan, and we have applied for funding from NNC to pay for a private speech therapist in house.

We usually set targets based on Parents Questionnaire responses. Last year these were absolutely lovely prior to our Ofsted inspection, so the points have come from our knowledge of what we have coming up!

- Sam and Michelle have enrolled on a course with Pen Green in Corby which is our local Early Years Hub. The course is to do with Schemas (patterns of play) and Maths in young children, and on completion we receive £2000 from the government to boost Maths.
- I have applied for the pilot scheme 'well-com' which is a speech and language tool kit worth £500. To support children who have low level speech and language need prior to a speech and language therapist referral. This is a monitoring set of games/activities to be used with the children. We will then need to report back to NCC to say how the pilot scheme is going.
- DBS and EY2's for new committee starters need to be completed within a few days of signing up at this AGM.
- To integrate Sam into her new role as deputy ensuring she is given lots of support and training as needed.
- To work with Maddy (currently on maternity leave) to decide on sessions/hours for returning to work in Jan 2024.
- Making sure we are happy with the new website focus on marketing strategies.
- Keeping up with fundraising and updating equipment.
- Policy updates likely Oct/Nov in line with the early years alliance.
- Working with the Tansor Village Hall committee to develop the outside equipment assuming they get the grant they have applied for!

Just to end I would like to say...

Having a dedicated staff/committee team around the children ensures we have a thriving playgroup for the children now, and for future children and families thinking of using us!

Mrs Michelle Tilley (Playgroup Supervisor)

20th September 2023

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Telephone: 07908 378862

Registered Charity: 1035283

Ofsted: 220301



Tansor Playgroup Treasurer's Report FY 22/23

Total Income for the Year: **£89,068**

Total Expenditures: **£83,447**

Fundraising: **£1003**

Bank balance as at 31/08/2023: **£25595.61**

We are required to keep a contingency fund as suggested by the charity commission to deal with the unexpected. We have a separate account for this and the balance as at 31/08/2023 is: **£33,455**

Year Summary

As you can see from the numbers, we have made a very healthy profit this year which is very encouraging and shows that the investments made last year, and also some of the changes made have had a positive result. We were also lucky enough to receive an anonymous donation which we moved out of the reserve account and plans on how to use this generous donations to enrich the children and the staff working with them are currently being discussed.

There are currently 23 children enrolled for 106 sessions which averages at just under 5 sessions per child. 15 children get 15 hours government funding, and 3 children get 2-year-old government funding. In comparison to last year, we had 21 children on roll, 11 of whom were government funded and 1 was 2-year-old funded.

Expenditure

Hall Rental – This increased by £150 a term due to the fact that we use the hall on a Thursday and Friday afternoon now that we offer a full 30 hours of childcare for children. Thursdays is currently postponed as we only had 1 child booked in. We envisage that numbers will improve after the October half term.

The hourly rate is due to increase by £300 this year to cover the increasing costs for Tansor Village Hall. This will be the first increase for many years and works out at 36 per hour over the year.

Salaries - Wages increased by nearly £19,000. £11,329.20 was paid by NNC for HNF and the remaining increase was due to national living wage increases.

PAYE/IN – This is less this year because of Maddie being on maternity leave.

Resources – This is higher than previous years for several reasons. Firstly, because the cost of living means that items are more expensive. Secondly, the categories for expenses have been simplified slightly which



means that it now includes all materials relating to anything used by children and staff to educate and assist in their learning. From food, to paper, to SALT sessions.

Income

Income was approximately £26,000 more than last year and this was generated mostly from government funding.

A fantastic effort on the fundraising again this year – thank to Michelle Groom and all those involved.

smWilliams 20.9.23

Sophie Williams - Treasurer

RECEIPTS AND PAYMENTS ACCOUNT FOR YEAR ENDED 31st AUGUST 2023

	2023	2022
Receipts	£	£
Fees & Funding Received	84,570	58,765
Fundraising Income	1,003	1,149
Donations (inc. snack)	3,236	283
Business Account Interest	277	14
	89,086	60,211
Asset Sales	0	0
Payments		
Hall Rental	6,150	5,850
Salaries (incl. Bonus & Other Staff Costs)	65,857	47,141
PAYE / NI	1,763	2,491
Pension	1,231	1,073
Resources	5,806	3,107
Mobile Phone	136	175
Subscriptions (Tapestry/wildlife trust/ICO/Microsoft/lottery/wordpress website)	553	646
Insurance	931	904
Gifts	552	26
Advertising	0	0
Training/DBS (inc.tavel exp)	468	1360
	83,447	62,773
Asset Purchases	0	0
Surplus / (Deficit)	5,639	(2,563)
Cash Funds last year	53,412	55,974
Cash funds this year	59,050	53,412

Statement of Assets and Liabilities

Cash Funds

Current Account	25,596	23,234
Reserve Account	33,455	30,178
Total Assets (Unrestricted)	59,050	53,412

Liabilities

	0	0
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SM Williams

Treasurer

15.10.23

A. 18r.

Co-Chair

15.10.23

D. A. Co.

Examined by:

15th October 2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Tansor Playgroup

On accounts for the year
ended

31st August, 2023

Charity no
(if any)

1035283

Set out on pages

Chairperson and Supervisor's reports – pages 1 to 4;
Treasurer's report and accounts – pages 5 to 7

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").

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:

R. A. Cadbury

Date:

15-10-2023

Name:

Rupert Cadbury

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

MBCS, CEng, CDipAF

Address:

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Tansor

Peterborough PE8 5HS