

Muskham Preschool

England & Wales · Charity number 1036670

Details

Other names	MUSKHAM PLAYGROUP, NORTH MUSKHAM PLAYGROUP
Status	Registered
Legal form	Other
Registered	1994-04-19
Register	View on the Charity Commission register

Contact

Address	Nelson Lane North Muskham Newark Nottinghamshire NG23 6HL
Phone	07714799408
Email	muskhamplaygroup@hotmail.co.uk
Website	www.muskhamplaygroup.co.uk

Activities

Objects: THE AIMS OF THE PRE-SCHOOL ARE TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY:(A) OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES, FAMILY LEARNING AND EXTENDED HOURS GROUPS, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY; -(B) ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN "AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS;(C) INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOLLEARNING ALLIANCE.

Activities: We provide childchare for 2 to 5 year olds 4 days a week to local children during term time

Classification

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

Geography

- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£117,939	£101,181	-	-
2024-08-31	£84,246	£88,059	-	-
2023-08-31	£76,167	£85,891	-	-
2022-08-31	£106,636	£95,036	-	-
2021-08-31	£92,656	£97,092	-	-

Trustees

Name	Role	Appointed
Zoe Ball	Chair	2025-11-26
Becky Lomax		2025-09-22
Siobhan Pennelegion		2024-02-27
Sophie Jenkins		2023-11-27
catherine briggs-price		2019-12-01

Muskham Preschool

England & Wales - Charity number 1036670

Accounts



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Muskham Preschool

**On accounts for the year
ended**

31 August 2025

**Charity no
(if any)**

1036670

Set out on pages

1 and 2

(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 August 2025

**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.

Signed:

M. J. *Melanie Newmarch* MAAT

Date:

30.10.2025

Name:

Melanie Newmarch MAAT

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

AAT

Address:

K J Eaton & Co (Accountants) Ltd

Edwinstowe House, Centre for Business Excellence

Edwinstowe, Nottinghamshire NG21 9PR

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.

Report to the trustees of members of	Mackinnon F. School
On accounts for the year ended	31 August 2025
Set out on pages	1 and 2
Responsibilities and basis of report of the accounts in accordance with the requirements of the Charities Act 2011 (the Act)	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(3)(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:
	<ul style="list-style-type: none"> the accounts do not accord with the accounting records accounting records were not kept in accordance with section 120 of the Act or
	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.
Signed:	M. J. [Signature]
Name:	Melanie Newmarch MAAT
Relevant professional qualification(s) or body (if any):	AAT
Address:	K J Eaton & Co (Accountants) Ltd Edwinshaw House, Centre for Business Excellence Edwinshaw Nottinghamshire NG21 9PL

MUSKHAM PRESCHOOL
Charity Number 1036670

Receipts and Payments Account for the Year Ended 31 August 2025

	<u>2025</u>		<u>2024</u>	
	£	£	£	£
Income				
Fees		11405		22102
Funding		92261		58172
Fundraising		1314		1165
Grants & Donations		10005		1062
Bank Interest		727		489
Other Income		2227		1257
		<u>117939</u>		<u>84246</u>
Expenditure				
Rent		9617		6960
Salaries		72808		69706
Staff Costs and Training		411		654
Fundraising Expenses		25		-
Renewal Expenses		609		-
Insurance PPA Membership/Subscriptions		1524		921
Toys and Equipment		6887		2447
Telephone and Treasurer Expenses		120		252
Administration		1565		5471
Advertising		255		-
Accountancy		864		864
Breakfast Supplies		1011		784
Extra curriculum expenses		2677		-
Uniform		803		-
MacBook		1078		-
Donations		927		-
		<u>101181</u>		<u>88059</u>
Surplus/(Deficit) for the Year		<u>16758</u>		<u>(3813)</u>

Balance Sheet at 31 August 2025

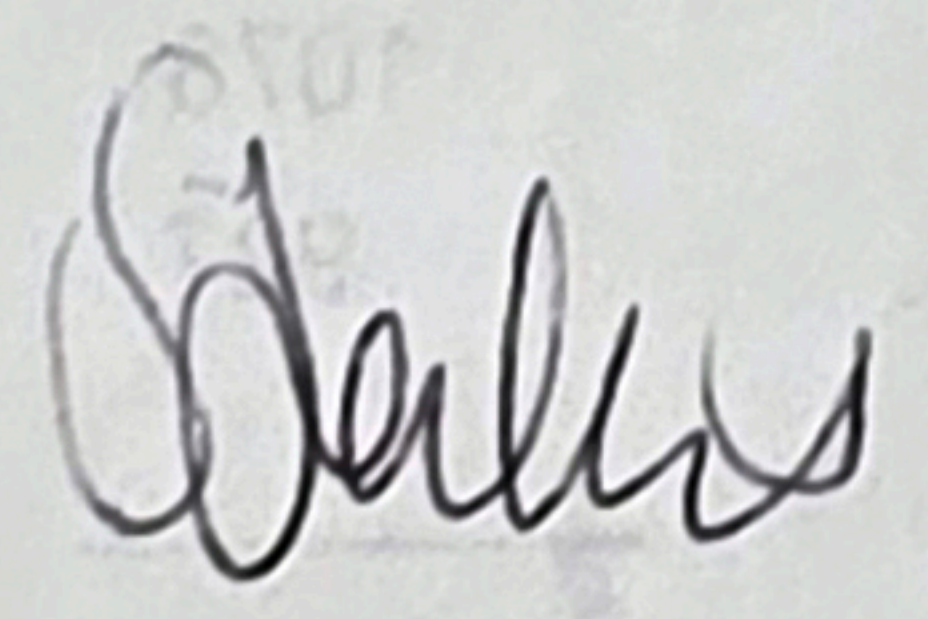
	2025	2024
	£	£
Cash at Bank		
Deposit Account	46866	36138
Current Account	17518	11435
Cash in Hand	84	137
	<hr/>	<hr/>
Net Assets	64468	47710
	<hr/>	<hr/>

Represented By:
 Accumulated Fund

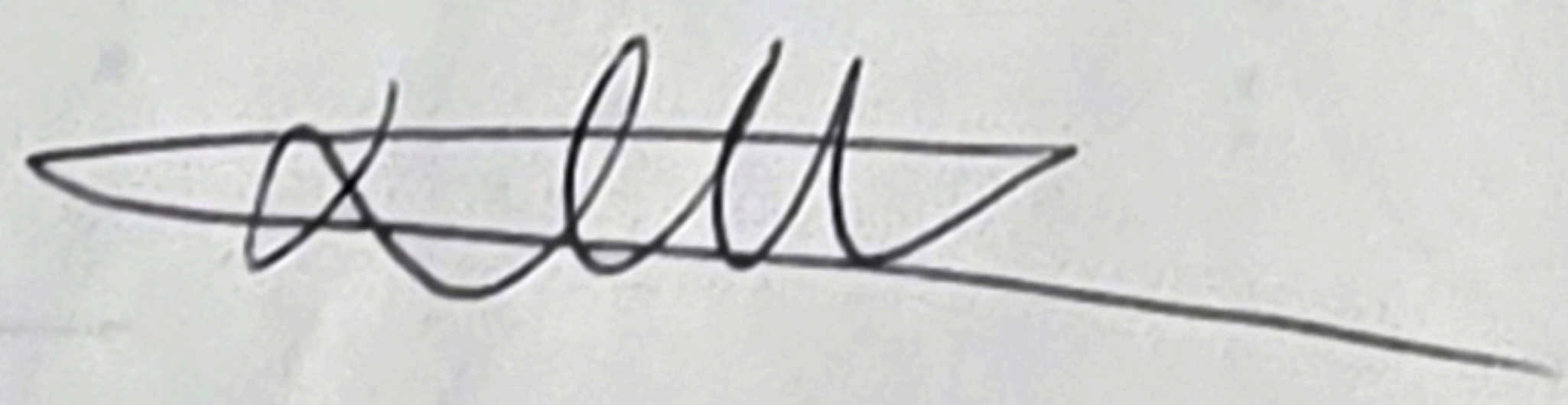
Balance as at 1 September	47710	51523
Surplus/(Deficit) for the Year	16758	(3813)
	<hr/>	<hr/>
Balance at 31 August	64468	47710
	<hr/>	<hr/>

These accounts were approved by the Trustees on

Sophie Jenkins
 Chairperson



Holly Leonard
 Treasurer



Trustee Report

Aims and Purpose

Muskham Preschool aims to provide affordable childcare to serve the local community, from Tuesday to Friday during school term time, within the hours of 8am to 4pm. The setting also offers these hours on Tuesdays and Thursdays outside of term time, as part of a holiday club provision. Located at the local community centre renting a room and kitchen facilities, the setting also has access to its own gated outdoor play area. Secure access to North Muskham Community playing field and park is also available. The children attending playgroup age 18 months-4, are a mixture of fee-paying children and those receiving government funding. At the start of September 2024, there were 24 children enrolled in the setting.

Structure, governance and management

Preschool is regulated by Ofsted and following its most recent inspection in July 2023, has maintained its GOOD rating. Preschool is managed daily at ground level by the manager Helen Walters, who holds level 3 childcare NVQ and SENCO qualifications and is undergoing her level 5 qualification. The three other staff members, including Deputy manager Alicia Hewerdine, and all are level 3 trained. We occasionally utilise bank staff who are trained or untrained, with full DBS checks. Staffing ratios and minimum qualifications are always in line with the Statutory Framework for the Early Years Foundation Stage guidelines. Staff have regular access to training which is encouraged and supported. The Preschool is governed by a committee comprised of prospective, retrospective or current parents of children, who will or have previously accessed the childcare setting. The committee consists of parents with a passion to continue the local provisions of quality and affordable childcare in their community. Currently, there are 8 trustees who make up the committee. All trustees require DBS checks via Ofsted. Termly meetings are held by committee as well as an annual AGM, to address the general running of the Preschool. We comply with the charity commission guidance in how we run our committee and make decisions. Meetings are held as required for any other issues.

Achievements and performance

Fee-paying and funded places for this financial year (2024-25) amounted to an income of £103,666, an increase compared to £80,273 in 2023-24. Preschool have benefitted from the new early years childcare funding legislation which took effect in September 2024 and provides working parents with 15 hours of funding per week for children over the age of nine months, though Preschool is only equipped to enrol children aged from 18 months. The holiday club, in which the setting opens on Tuesdays and Thursdays throughout school holidays and requires two members of staff to operate, also continues to be well attended.

There was a slight increase in wage expenditure to £72,808, from £69,706 in 2023-24. All staff members received a pay increase from April 2025, three of which saw staff salaries rise from £10.42 to £12.21 per hour, in line with the national living wage increase. A rise

in rental fees for the premises, which has been in effect since April 2024, has also resulted in an increase in rental costs for the year to £9,617, compared to £6,960 in 2023-24.

Preschool committee and management took steps to offset the increase in operational costs and try to generate new sources of income. A fee increase was introduced from April which saw the hourly rate increase from £5.25 to £6. Parents were also invited to contribute a non-mandatory 'consumables' fee towards snacks, outings and extra-curricular activities, such as Caterpillar Music, which continue to be provided by the Preschool. Fundraising efforts continued to happen regularly in the form of cake sales, as well as Easter bonnet parades, sponsored Smartie tubes and sports day which resulted in a total of £1,314 being raised. In addition, Preschool also received a £10,000 technology grant, which enabled the replacement of important equipment which was no longer fit for purpose, such as a replacement laptop, phone and iPads for organisational use in setting. Interactive toys and supplies were also purchased for the children. Some of the items include a child's digital camera, a digital camera bird feeder, Tonies box and stories, BeeBot STEM robot, illuminated mark-making boards, microphones and an interactive white board. This is reflected in the increase seen in toy and equipment expenditure to £6,887.

Preschool also recognises how vital staff training is and the value it brings not only for individual staff development but for the children who attend the setting. This financial year, Preschool has invested £411 in training courses for employees.

We ended the 2024-25 financial year with a balance of £17,517.93 in the current account. The financial report shows that on the whole, there was a surplus of £16,758 for the financial year 2024-25.

Reserves policy and going forward

Preschool needs to run with some reserves, year to year child numbers can vary and reserves ensure our ability to provide a service with variable income. At present, we do not anticipate a significant increase in the number of children attending the setting, although we have had enquiries from prospective parents. Wages will also rise again in April 2026 with the national minimum wage increase, so we need to acknowledge the greater demand this will have on day-to-day income. There remains a nursery in very close proximity to Preschool offering extended hours, as well as the adjacent Muskham Primary School which provides an extended F1 offering which can impact our numbers and as a result, our income. At the end of the financial year 2025, the savings account has a balance of £46,865.98. This provides some stability for Preschool regarding maintaining staff hours going forward into the next financial year.

Plans are also in place to extend our opening hours to include Mondays from January 2026, following engagement with parents about whether extended opening hours would be valuable. Although this will mean a slight increase in rental and staffing costs, it

could provide further income opportunities with both current and potential parents. We will continue to scrupulously look at finances and react accordingly.

Muskham Preschool

England & Wales - Charity number 1036670

Accounts

MUSKHAM PLAYGROUP
Charity Number 1036670

Receipts and Payments Account for the Year Ended 31 August 2024

	<u>2024</u>		<u>2023</u>	
	£	£	£	£
Income				
Fees	22101.65		15647	
Funding	58171.84		55945	
Fundraising	1164.81		3408	
Grants & Donations	1061.5		162	
Bank Interest	489.08		3	
Other Income	1257		1002	
		84245.88		76167
Expenditure				
Rent	6959.5		6281	
Salaries	69706.02		64339	
Staff Costs and Training	654.2		933	
Fundraising Expenses				
Renewal Expenses				
Insurance PPA Membership/Subscriptions	920.62		1844	
Toys and Equipment	2447.2		4503	
Telephone and Treasurer Expenses	251.88		299	
Administration	5470.77		5632	
Advertising			-	
Accountancy	864		924	
Breakfast Supplies	784.79		1139	
Petty Cash Errors	0.05		-3	
		88059.03		85891
Surplus/(Deficit) for the Year		-3813.15		-9724
		-		-

MUSKHAM PLAYGROUP
Charity Number 1036670

Balance Sheet at 31 August 2024

	2024	2023
	£	£
Cash at Bank		
Deposit Account	36138.29	35649.51
Current Account	11434.87	15804.46
Cash in Hand	136.9	69.24
	<hr/>	<hr/>
Net Assets	47710.06	51523.21
	<hr/>	<hr/>
Represented By:		
Accumulated Fund		
Balance as at 1 September	51523.21	61247.69
Surplus/(Deficit) for the Year	-3813.15	-9724.48
	<hr/>	<hr/>
Balance at 31 August	47710.06	51523.21
	<hr/> -	<hr/> -

These accounts were approved by the Trustees on

Sophie Meanwell
Chairperson

Holly Leonard
Treasurer

**MUSKHAM PLAYGROUP
CHARITY NUMBER 1036670**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

We report on the accounts of the Muskham Playgroup for the year ended 31 August 2024 comprising the Receipts and Payments Account and Balance Sheet.

The Receipts and Payments Account does not include amounts due at the Balance Sheet date. In particular salaries paid in September relating to August are not reflected in the accounts. This is consistent with the previous year's accounts.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act.

It is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7) of the 1993 Act and
- To state whether particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER'S REPORT

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In the course of our examination, no matter has come to our attention:

- 1) which gives us reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 41 of the 1993 Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 1993 Act; or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

K J Eaton & Co (Accountants) Ltd
Edwinstowe House
Centre for Business Excellence
Edwinstowe
Nottinghamshire
NG21 9PR

Trustee Report

Aims and Purpose

Muskham Preschool aims to provide affordable childcare to serve the local community, from Tuesday to Friday during school term time, within the hours of 8am to 4pm. The setting also offers these hours on Tuesdays and Thursdays outside of term time, as part of a holiday club provision. Located at the local community centre renting a room and kitchen facilities, the setting also has access to its own gated outdoor play area. Secure access to North Muskham Community playing field and park is also available. The children attending playgroup age 18 months-4, are a mixture of fee-paying children and those receiving government funding. At the start of September 2023, there were 20 children enrolled in the setting.

Structure, governance and management

Preschool is regulated by Ofsted and following its most recent inspection in July 2023, has maintained its GOOD rating. Preschool is managed daily at ground level by the manager Helen Walters, Deputy manager Alicia Hewardine and two other members of staff. We occasionally utilise bank staff who are trained or untrained, with full DBS checks. Staffing ratios and minimum qualifications are always in line with the Statutory Framework for the Early Years Foundation Stage guidelines. Staff have regular access to training which is encouraged and supported. The Preschool is governed by a committee comprised of prospective, retrospective or current parents of children, who will or have accessed the childcare setting. The committee consists of parents with a passion to continue the local provisions of quality and affordable childcare in their community. Currently, there are 9 trustees who make up the committee. All trustees require DBS checks via Ofsted. Termly meetings are held by committee as well as an annual AGM, to address the general running of the Preschool. We comply with the charity commission guidance in how we run our committee and make decisions. Meetings are held as required for any other issues.

Achievements and performance

Fee-paying and funded places for this financial year (2023-24) amounted to an income of £80,273.49, an increase compared to £71,592 in 2022-23. From April 2024, new early years childcare funding legislation allowed for working parents of children aged 2-years to claim for up to 15 hours of funding per week. The implementation of the holiday club from September 2023, in which the setting opens on Tuesdays and Thursdays throughout school holidays and requires two members of staff to operate, also allowed for additional income opportunities. The increase in hours required to run the holiday club is also reflected in the rise in wage expenditure to £69,706.02, from £64,339 in 2022-23. Another contributing factor was the wage increment received by three out of four members of staff from April 2024, to reflect the national living wage increase. Hire rates for the premises also increased in April and this, in addition to increased use for the holiday club days, saw rental costs grow from £6,281, to £6,959.50.

Preschool committee and management took steps to offset the increase in operational costs and try to generate new sources of income. In addition to the introduction of holiday club, which has proved profitable overall, a fee increase was implemented from April which saw the hourly rate increase from £4.25 to £5.25. The mandatory 'consumables' fee of £55 per child was maintained as a nominal contribution towards snacks, outings and extra-curricular activities, such as Caterpillar Music and forest school, which continue to be provided by the Preschool. Fundraising efforts also became more regular, with monthly cake sales taking place, an Easter raffle, sports day, a summer fayre stall and a

sponsored bike ride for the children. Alongside other donations, this resulted in a total of £2,226.31 being raised.

Toy, supply and equipment expenditure was almost halved at £2,447.20 compared to the year previous and administrative/operational costs reduced slightly from £5632 to £5470.77. Preschool did purchase two new tablets for use in setting as the old models were no longer fit for purpose. The cost of these were covered by donation/grant money. There has been no other significant expenditure.

Preschool also recognises how vital staff training is and the value it brings not only for individual staff development but for the children who attend the setting. This financial year, Preschool has invested £654.20 in training courses for employees.

Stringent controls for petty cash have continued to be followed by staff, even with an increase in petty cash use. This year, a discrepancy of just £0.05 was noted in this year's balance.

Following a challenging year previously, we started the 2023-24 financial year with a balance of £15,804.46 in the current account and ended it with £11,434.87. The financial report shows that on the whole, Preschool had a deficit of -£3,813.15 for the financial year 2023-24. This is significantly reduced from the previous financial year, when there was a deficit of -£9,724 at year end. It is important to note, however, that the year's final funding payment sometimes arrives after the close of the financial year on 31st August, and so is not taken into account when final assessments are made. This year, Preschool were in receipt of £5,601.45 on 2nd September 2024 for what should be considered 2023-24 income.

Reserves policy

Preschool needs to run with some reserves, year to year child numbers can vary and reserves ensure our ability to provide a service with variable income. At present, we do not anticipate a significant increase in the number of children attending the setting and the adjacent school, Muskham Primary, now provides an expanded F1 offering, which can have an effect on the number of children enrolled with us. Wages will also rise yet again in April 2025 with the national minimum wage increase, so we need to acknowledge the greater demand this will have on day-to-day income. Though legislation will take effect from September 2024 which allows working parents of children from 9 months to claim 15 hours funded childcare per week, Preschool is not prepared or equipped to care for children younger than 18 months. At the end of the financial year 2024, the savings account has a balance of £36,138.29. This provides the necessary reassurance regarding the stability of Preschool going forward into the next financial year. We will continue to scrupulously look at finances and react accordingly.

Muskham Preschool

England & Wales - Charity number 1036670

Accounts

MUSKHAM PRESCHOOL
Charity Number 1036670

Receipts and Payments Account for the Year Ended 31 August 2023

	<u>2023</u>		<u>2022</u>	
	£	£	£	£
Income				
Fees	15647		29602	
Funding	55945		74982	
Fundraising	3408		1101	
Grants & Donations	162		70	
Bank Interest	3		6	
Other Income	1002		875	
	<u> </u>	76167	<u> </u>	106636
Expenditure				
Rent	6281		6622	
Salaries	64339		69478	
Staff Costs and Training	933		764	
Fundraising Expenses			585	
Renewal Expenses			536	
Insurance PPA Membership/Subscriptions	1844		934	
Toys and Equipment	4503		12126	
Telephone and Treasurer Expenses	299		282	
Administration	5632		1450	
Advertising	-		110	
Accountancy	924		756	
Breakfast Supplies	1139		1477	
Petty Cash Errors	-3		-84	
	<u> </u>	85891	<u> </u>	95036
Surplus/(Deficit) for the Year		<u> </u>	<u> </u>	<u> </u>
		-9724		£11,600

MUSKHAM PRESCHOOL
Charity Number 1036670

Balance Sheet at 31 August 2023

	2023	2022
	£	£
Cash at Bank		
Deposit Account	35649.51	35501
Current Account	15804.46	25637
Cash in Hand	69.24	110
	_____	_____
 Net Assets	 51523.21	 61248
	_____	_____
 Represented By:		
Accumulated Fund		
 Balance as at 1 September	 61247.69	 49648
Surplus/(Deficit) for the Year	-9724.48	11600
	_____	_____
 Balance at 31 August	 51523.21	 61248
	_____	_____

These accounts were approved by the Trustees on

Sophie Meanwell
Chairperson

Holly Leonard
Treasurer

**NORTH MUSKHAM PLAYGROUP
CHARITY NUMBER 1036670**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

We report on the accounts of the North Muskham Playgroup for the year ended 31 August 2019 comprising the Receipts and Payments Account and Balance Sheet.

The Receipts and Payments Account does not include amounts due at the Balance Sheet date. In particular salaries paid in September relating to August are not reflected in the accounts. This is consistent with the previous year's accounts.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act.

It is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7) of the 1993 Act and
- To state whether particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER'S REPORT

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In the course of our examination, no matter has come to our attention:

- 1) which gives us reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 41 of the 1993 Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 1993 Act; or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

K J Eaton & Co (Accountants) Ltd
Edwinstowe House
Centre for Business Excellence
Edwinstowe
Nottinghamshire
NG21 9PR

25 September 2019

Trustee Report

Aims and Purpose

Muskham Preschool aims to provide affordable childcare to serve the local community, from Tuesday to Friday during school term time, within the hours of 8am to 4pm. Located at the local community centre renting a room and kitchen facilities, the setting also has access to its own gated outdoor play area. Secure access to North Muskham Community playing field and park is also available. The children attending playgroup age 2-4, are a mixture of fee-paying children and those receiving government funding. At the start of September 2022, there were 23 children enrolled in the setting.

Structure, governance and management

Preschool is regulated by Ofsted and following its most recent inspection in July 2023, has maintained its GOOD rating. Preschool is managed daily at ground level by the manager Helen Walters, who holds level 3 childcare NVQ and SENCO qualifications. Deputy manager Alicia Hewerdine and one other staff member are both level 3 trained. Another staff member is NVQ level 2 childcare trained and is currently undertaking her level 3 childcare NVQ, funded via Preschool. We occasionally utilise bank staff who are trained or untrained, with full DBS checks. Staffing ratios and minimum qualifications are always in line with the Statutory Framework for the Early Years Foundation Stage guidelines. Staff have regular access to training which is encouraged and supported. The Preschool is governed by a committee comprised of prospective, retrospective or current parents of children, who will or have accessed the childcare setting. The committee consists of parents with a passion to continue the local provisions of quality and affordable childcare in their community. Currently, there are 6 trustees who make up the committee. All trustees require DBS checks via Ofsted. Termly meetings are held by committee as well as an annual AGM, to address the general running of the Preschool. We comply with the charity commission guidance in how we run our committee and make decisions. Meetings are held as required for any other issues.

Achievements and performance

Following on from a record year in 2021-22, in which Preschool had its largest number of children enrolled to date, this financial year (2022-23) has been more challenging. A decrease in the number of children attending the setting this year, has resulted in fee-paying and funded places amounting to an income of £71,592, compared to £104,584 in 2021-22. In line with this, Preschool has not had to rely as heavily on supply staff support as in previous years and one staff member agreed to a reduction in working hours due to a temporary contract. This means that although all staff received a wage increment to reflect the national minimum wage increase, as well as increments for those staff members who have completed qualifications, wage expenditure was £64,339, less than it was in 2022-23 (£69,478). Preschool also recognises how vital staff training is and the value it brings not only for individual staff development but for the children who attend the setting. This financial year, Preschool has invested £933 in training courses for all employees.

We started the year with a very healthy balance of £25,636.82 in the current account following two incredibly successful years. At the end of this financial year, the current account stood at £15,804.46. Everything considered, Preschool took a loss of £9,724 for the financial year 2022-23.

Preschool committee and management were aware that this would be a difficult year by comparison, and took steps to mitigate it. A fee increase was implemented from May 1st which saw the hourly rate increase from £4 to £4.25. A mandatory 'consumables' fee of £55 per child was also introduced as a nominal contribution towards snacks, outings and extra-curricular activities, such as Caterpillar

Music and forest school, which continue to be provided by the Preschool. Fundraising efforts were also increased with two particularly successful events taking place - a Christmas party and a sponsored bike ride for the children. Alongside other donations, this resulted in a total of £3,570 being raised, in comparison to £1,171 in the previous year. Toy and equipment expenditure was also greatly reduced. After substantial investment of £12,126 in the previous financial year, we were well-equipped enough to be able to lessen our outgoings in this area and spent just £4,503 on toys, supplies and equipment over the course of the year. Our biggest expenditure invoice this year has been Wicken Toys for the purchase of a new climbing frame for the childrens' outdoor area. The new frame replaced one that was no longer fit for purpose. There has been no other significant expenditure.

We implemented an improved system for recording petty cash for more rigorous bookkeeping. This followed a discrepancy of £84 in the petty cash balance in the previous year that could not be accounted for. The new controls have been a success, though there was still a discrepancy of £3 to this year's balance. Petty cash use has declined over the years and most especially since 2021 when an additional bank card was provided to the Deputy Manager who is often in charge of buying items. This has ensured that items are primarily purchased using a bank card, though this has presented its own issues. Where staff has the Preschool bank card saved to online sites (usually Amazon), there have been occurrences of personal purchases being charged to the Preschool card in error. In these instances, the money has been returned as soon as the mistake is recognised. In one such instance however, the money was returned after our financial year-end. To stop this going forward, Preschool staff have created an entirely separate Amazon Business account, through which all Preschool purchases will now be made.

Reserves policy

Preschool needs to run with some reserves, year to year child numbers can vary and reserves ensure our ability to provide a service with variable income. At present, we do not anticipate a significant increase in the number of children attending the setting, although we have had several enquiries from prospective parents. Wages will also rise again in April 2024 with the national minimum wage increase, so we need to acknowledge the greater demand this will have on day-to-day income. There remains a nursery in very close proximity to Preschool offering extended hours in comparison. Additionally, the adjacent primary school, Muskham Primary, offers F1 spaces which often impacts our numbers during the afternoons and as a result, our income. An extended offering to these F1 spaces has been confirmed by the school for 2024. At the end of the financial year 2023, the savings account has a balance of £35,649.51. This provides reassurance for us going forward into the next financial year that we can continue to offer staff hours if our numbers fluctuate further. This is necessary for the stability of Preschool. We will continue to scrupulously look at finances and react accordingly.

Muskham Preschool

England & Wales - Charity number 1036670

Accounts

NORTH MUSKHAM PLAYGROUP
Charity Number 1036670

Receipts and Payments Account for the Year Ended 31 August 2022

	<u>2022</u>		<u>2021</u>	
	£	£	£	£
Income				
Fees	29602		27236	
Funding	74982		63269	
Fundraising	1101		553	
Grants & Donations	70		734	
Bank Interest	6		7	
Other Income	875		857	
		106636	<u> </u>	92656
 Expenditure				
Rent	6622		6575	
Salaries	69478		70222	
Staff Costs and Training	764		1293	
Fundraising Expenses	585		1580	
Renewal Expenses	536		958	
Insurance PPA Membership/Subscriptions	934		1556	
Toys and Equipment	12126		11116	
Telephone and Treasurer Expenses	282		314	
Administration	1450		1355	
Advertising	110		110	
Accountancy	756		720	
Breakfast Supplies	1477		1293	
Petty cash errors	(84)		-	
		95036	<u> </u>	97092
 Surplus/(Deficit) for the Year		<u>11600</u>		<u>(4436)</u>

NORTH MUSKHAM PLAYGROUP
Charity Number 1036670

Balance Sheet at 31 August 2022

	2022	2021
	£	£
Cash at Bank		
Deposit Account	35501	35495
Current Account	25637	14073
Cash in Hand	110	80
Net Assets	61248	49648
Represented By:		
Accumulated Fund		
Balance as at 1 September	49648	54084
Surplus/(Deficit) for the Year	11600	(4436)
Balance at 31 August	61248	49648

These accounts were approved by the Trustees on

RACHAEL BURROWS Chairperson 

CATHERINE PRICE Treasurer 

**NORTH MUSKHAM PLAYGROUP
CHARITY NUMBER 1036670**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

We report on the accounts of the North Muskhams Playgroup for the year ended 31 August 2022 comprising the Receipts and Payments Account and Balance Sheet.

The Receipts and Payments Account does not include amounts due at the Balance Sheet date. In particular salaries paid in September relating to August are not reflected in the accounts. This is consistent with the previous year's accounts.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act.

It is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7) of the 1993 Act and
- To state whether particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER'S REPORT

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In the course of our examination, no matter has come to our attention:

- 1) which gives us reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 41 of the 1993 Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 1993 Act; or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

K J Eaton & Co (Accountants) Ltd
Edwinstowe House
Centre for Business Excellence
Edwinstowe
Nottinghamshire
NG21 9PR

25 October 2022

Trustee Report

Aims and Purpose

North Muskham playgroup aims to provide affordable childcare to serve the local community. Opening Tuesday to Friday school term time, within the hours of 8am to 4pm. Taking place at the local village hall, renting a room and the kitchen facilities. This attaches to their own gated outdoor play area, with secure access to North Muskham Community playing field and park. The children attending playgroup are between the ages of age 2-4, a mixture of fee-paying children and those receiving government funding. At the start of September 2021, we had 30 children attending the setting. This year (2022-23), we have commenced with a total of 23 children.

Structure, governance and management

Playgroup is regulated by Ofsted and currently rated as GOOD. Playgroup is managed daily at ground level by the playgroup manager Helen Walters, who holds level 3 childcare NVQ and SENCO qualifications. Deputy manager Alicia Hewerdine is level 3 trained. One other staff member is NVQ level 2 childcare trained. Then we have 1 member of staff who has just finished her level 2 childcare NVQ awaiting to be signed off, funded via playgroup. We occasionally have bank staff who are trained or untrained, with full DBS checks. Staffing ratios and minimum qualifications are always in line with the Statutory Framework for the Early Years Foundation stage guidelines. Staff have regular access to training which is encouraged and supported. The playgroup is governed by a committee. The committee is made up of prospective, retrospective or current parents with children who will or have previously accessed the childcare setting. The committee consists of parents with a passion to continue the local provisions of quality and affordable childcare in their community. The committee currently has 8 trustees, who all require DBS checks via Ofsted. We meet once during every school term and also hold an annual AGM, to address general running of the playgroup. We have a chair and treasurer with key roles. The treasurer is assisted by our accountant for payroll and HMRC activities. We comply with the charity commission guidance in how we run our committee and make decisions. Meetings are held as required for any other issues.

Achievements and performance

We have had a very busy year 2021-2022 with the highest volume of children ever attending the setting. This has meant we have needed to recruit extra supply staff to work regular to support the child ratios. It had a negligible difference to last year in terms of staffing expenditures. 2020-21 playgroup was also well attended and needed similar staffing. All staff have had a wage increment to support the minimum wage increase. We started the year with £14,072.92 in the current account. We appear to have made a profit of £11,600. However, some of this is due to being paid £6,996.91 early in August 2022, for the following financial year. Giving a real profit of £4,603.09. We had a

healthy £25,636.82 in our current account at the end of the year. Extra-curricular activities continue to be provided at no extra cost to children, such as forest school and caterpillar music. We have replenished toys and equipment this year. We also used our positive financial situation to invest into our Forest School, purchasing a shed for equipment storage. Our biggest expenditure invoices this year have been with county supplies, ordering equipment for the children. We have boarded out a storage cupboard allowing for better storage of toys. There has been no other significant expenditure. We have benefited from a government initiative last year to give us a grant of £1500 with one of our new employees hired as an apprentice working through their level 2 childcare. Receiving £750 in June 2021 and received the second instalment February 2022. Rent has increased by £10 per week, this is shown in the accounts as a marginal difference.

There has been a discrepancy with the petty cash this year. Some money which had been spent was not accounted for, this gave us an error of being £84 in credit in the final petty cash balance. It is difficult to work out how this happened. Since this error, we have had a meeting with key committee and playgroup employees. We completed together the charity commission financial controls self-assessment, then wrote a report on the error and provided recommendations and new financial policies. We will use a new system of documenting petty cash for vigorous bookkeeping. Petty cash usage has decreased over the last few years. Last year we provided an extra bank card to Deputy Manager Alicia, often in charge of buying items. This has ensured the purchase of items to be used primarily using a bank card

Reserves Policy

Playgroup needs to run with some reserves, year to year child numbers can vary and reserves ensure our ability to provide a service with variable income. We have had two consecutive incredibly successful years. However we do not forecast the same uptake this year, with less children attending the setting. Wages will go up again this April 2023 with minimum wage increases. Previous years we have managed to cope well with less children attending the setting, as wages were significantly lower for a variety of reasons; the biggest impact being lower wages in line with Government, particularly in some staff due to their age and unqualified status. In 2019, wages totalled £53,671, in 2022 the total was £69,978. Wages are projected to be £65,217 this financial year, this includes previously agreed reduction of staff hours due to a temporary contract and less supply staff. Our projected income looks to be £72,858. Compared to 2021-22 which was £106,259. A loss of £12,000 is projected. We have this amount to buffer us in our current account for this financial year. If it continues into the following financial year the savings account has a balance of £35,501. This is reassuring when looking ahead. In order to not only keep playgroup open but look after the employee's financial stability. There remains the newly opened nursery in very close proximity to Pre-school, so far this has not been any significant competition. However, we cannot disregard the impact it could in future have upon us. The adjacent primary school. North Muskham Primary, often offers F1 spaces. This has been confirmed for 2023. It often impacts our funded numbers during the afternoons, and as a result income. We have re-assurance with our savings we can continue to offer staff hours if our numbers do fluctuate. Necessary for the stability of Playgroup. We will continue this year to scrupulously look at finances and react accordingly.

Muskham Preschool

England & Wales - Charity number 1036670

Accounts

Trustee Report

Aims and Purpose

North Muskham playgroup aims to provide affordable childcare to serve the local community. Opening Tuesday to Friday. School term time, withing the hours of 8am to 4pm. Taking place at the local village hall, renting a room and kitchen facilities. This attaches to their own gated outdoor play area, with secure access to North Muskham Community playing field and park.

The children attending playgroup age 2-4, are a mixture of fee-paying children and those receiving government funding.

At the start of September 2021 we had 31 children attending the setting, 13 funded children and 18 fee paying children.

Structure, governance and management

Playgroup is regulated by Ofsted and currently rated as GOOD. Playgroup is managed daily at ground level by the playgroup manager Helen Walters, who holds level 3 childcare NVQ and SENCO qualifications. Deputy manager Alicia Hewerdine, is level 3 trained. One other staff member is NVQ level 2 childcare trained. Then we have 1 member of staff who is unqualified and undertaking her level 2 childcare NVQ, funded via playgroup. We occasionally have bank staff who are untrained, with full DBS checks. Staffing ratios and minimum qualifications are always in line with the Statutory Framework for the Early Years Foundation stage guidelines. Staff have regular access to training which is encouraged and supported.

The playgroup is governed by a committee. The committee is made up with prospective, retrospective or current parents with children who will or have accessed the childcare setting. The committee consists of parents with a passion to continue the local provisions of quality and affordable childcare in their community. The committee currently has 8 trustees, who all require DBS checks via Ofsted. We meet every school term and hold an annual AGM, to address general running of the playgroup. We comply with the charity commission guidance in how we run our committee and make decisions. Meetings are held as required for any other issues.

Achievements and performance

We have had another busy year 2020-21 with a high volume of children attending the setting. This has meant we have needed to offer extra hours to existing members of staff and recruited extra supply staff to work regular hours to support the child ratios. This has been reflected in the wage differences to last financial year. 2020 wage total was £52,588 compared to this year £70,222. Several other further reasons for this increase are due to; wage increments to all the staff, one of the staff wages going from apprenticeship rate to minimum wage. There has been a minimum wage increase, extra hours have been taken

due to cleaning and paperwork mostly COVID related. We also had very little overtime in year 2020 and required very minimal supply staff hours. We required an additional member of staff over spring/summer period. We have also increased some staff hours.

We started the year with £23,557.91, in the current account. This was due to being paid Autumn 2020 term child funding, at the end of the previous financial year in August 2020. This reflects on our profits and losses. We appear to have made a loss of £4436.00, however this is due to the early income payment not being accounted in our financial year.

Our true income from fees and funding alone was £102,754.06 for this financial year, compared to last year true figure of £78,611.44. This increase in revenue from reflects viably our staff increase and wages.

We had a healthy balance at the end of the year and decided to put £5000 into the savings account. After replenishing some new toys and equipment. We also used the surplus money we had to invest into our Forest School. We have had a Forest School running by a self-employed fully trained forest schoolteacher for the last few years. She has had to leave this role. We value the education and experience it provides to the children. It has been a big success with the children and parents alike, being a highlight of many children's week. We wanted to continue to offer Forest school. Therefore, have agreed to help with the costs of training new Forest School teachers, who will commit themselves to providing primarily Playgroup with their lessons on a contract basis. So far, we have donated £1000. With a further small donation to setting up costs.

We have benefited from a government initiative last year to give us a grant of £1500 with one of our new employees hired as an apprentice working through their level 2 childcare. We have so far received £750 and are due to receive the second instalment beginning of 2022.

Rent has been the usual amount but increased by nearly £1400 as we had several months free of charge during COVID lockdown 2020.

Our accountant summary sheet appears to have different amounts in some categories larger than last year, for example fundraising expenses. £1580 compared to last year's £265. This is due to the accountant allocating some monies into assumed categories. Next financial year we will formulate a new spreadsheet for our bookkeeping to provide more subcategories. To be self-explanatory to accountant on all costs incurred. This will enable the accountant to easily allocate amounts into suitable and accurate categories. Ensuring we can have a better year to year analysis of costing.

Reserves Policy

Playgroup needs to run with some reserves, year to year child numbers can vary and reserves ensure our ability to provide a service with variable income. We do however expect for the year 2021-22 that child places will remain stable, currently in September 16 children funded and 14 fee paying children enrolled mirroring last years amounts.

The savings account has a balance of £35,495 at the end of the financial year 2021. This has been some re-assurance for us going forward into the next financial year. A new nursery has opened within the village offering longer childcare hours and out of term time care. At present this hasn't affected our numbers, however, we need to take reasonable care to ensure we are able to financially adapt if this does effect Playgroup in the foreseeable future. We also need to acknowledge the increase in staff wages and the bigger demand this creates from the day-to-day income.

The adjacent primary school. North Muskham Primary, often offers F1 spaces. This has been confirmed for 2022. It often impacts our funded numbers during the afternoons, and as a result income.

We have re-assurance with our savings we can continue to offer staff hours if our numbers do fluctuate. Necessary for the stability of Playgroup.

NORTH MUSKHAM PLAYGROUP
Charity Number 1036670

Receipts and Payments Account for the Year Ended 31 August 2021

	<u>2021</u>		<u>2020</u>	
	£	£	£	£
Income				
Fees	27236		11050	
Funding	63269		85787	
Fundraising	553		739	
Grants & Donations	734		200	
Bank Interest	7		52	
Other Income	857		518	
		92656		98346
Expenditure				
Rent	6575		5200	
Salaries	70222		52588	
Staff Costs and Training	1293		990	
Fundraising Expenses	1580		265	
Renewal Expenses	958		2727	
Insurance PPA Membership/Subscriptions	1556		739	
Toys and Equipment	11116		9606	
Telephone and Treasurer Expenses	314		274	
Administration	1355		382	
Advertising	110		110	
Accountancy	720		627	
Breakfast Supplies	1293		910	
Garden Maintenance	-		4046	
Donation to Playground	-		1000	
Petty cash errors	-		50	
		97092		79514
Surplus/(Deficit) for the Year		(4436)		18832

NORTH MUSKHAM PLAYGROUP
Charity Number 1036670

Balance Sheet at 31 August 2021

	2021	2020 £
Cash at Bank		
Deposit Account	35495	30489
Current Account	14073	23558
Cash in Hand	80	37
Net Assets	49648	54084
Represented By:		
Accumulated Fund		
Balance as at 1 September	54084	35252
Surplus/(Deficit) for the Year	(4436)	
		18832
Balance at 31 August	49648	54084

These accounts were approved by the Trustees on

 Chairperson
Racheal Burrows

CATHERINE PRICE Treasurer

**NORTH MUSKHAM PLAYGROUP
CHARITY NUMBER 1036670
31 AUGUST 2021**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

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

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carries out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145 (5)(b) of the Act.

INDEPENDENT EXAMINER'S STATEMENT

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

K J Eaton & Co (Accountants) Ltd
Edwinstowe House
Centre for Business Excellence
Edwinstowe
Nottinghamshire
NG21 9PR

15 October 2021