



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **01.09.2019** Period start date To **31.08.2020** Period end date

Charity name: **Plumbland Pre-school Playgroup**

Charity registration number: **1037375**

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | 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. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | Plumbland Pre-school operates for six hours every weekday morning and afternoon during term time for children aged from 24 months. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | Trustees are elected by current committee members. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
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| Other | | |
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Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>Provision is available for pre-school children from age 2 to 4 years old.</p> <p>Lunch is made available every day and is provided in the school hall alongside the infant children, in order to help prepare the pre-school children for their transition to school.</p> <p>The pre-school was chosen as one of the charities to be sponsored by the Co-op.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

Financial Review

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|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | The charity ended the year in a surplus, however with a decrease on the previous year. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The charity aims to ensure sufficient funds in reserves to cover any redundancy payments. |
| Amount of reserves held | Para 1.22 | £4000 |
| Reasons for holding zero reserves | Para 1.22 | |
| Details of fund materially in deficit | Para 1.24 | |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|--------------------|
| Description of charity's trusts: | | |
| Type of governing document (trust deed , royal charter) | Para 1.25 | Constitution |
| How is the charity constituted? (e.g unincorporated association , CIO) | Para 1.25 | Committee |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Elected by members |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | Plumbland Pre-school Playgroup |
| Other name the charity uses | n/a |
| Registered charity number | 1037375 |
| Charity's principal address | Plumbland CE School Parsonby Aspatria Wigton Cumbria CA7 2DQ |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------|-----------------|-----------------------------------|---|
| 1 | Mrs Claire McKie | Chair | | |
| 2 | Mrs Rachel Addison | Treasurer | | |
| 3 | Mrs Gemma Stevens | Secretary | | |
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

| | | |
|---|-----|--|
| Description of the assets held in this capacity | n/a | |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | n/a | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | n/a | |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|--|---------------------|--|
| Signature(s) | ReAddison | |
| Full name(s) | Rachel Ella Addison | |
| Position (eg Secretary, Chair, etc) | Treasurer | |
| Date | 23.11.21 | |

Plumbland Pre-school Playgroup Accounts Year Ending 31/08/20

Income and Expenditure Account

£

| | |
|----------------------------------|-------------------|
| Income | |
| Fees | £ 3,667 |
| Funding (Cumbria County Council) | £ 30,857 |
| Lunch | £ 1,438 |
| Fundraising | £ - |
| Trips | £ - |
| Grants | £ - |
| Interest Received | £ 6 |
| Other | £ 4,261 |
| Total Income | £ 40,229 ✓ |

| | |
|---|-------------------|
| Less Expenses | |
| Payroll | £ 37,637 |
| Casual staff | £ - |
| Training | £ 653 |
| Utilities (light, heat, electricity, water) | £ 139 |
| Telephone | £ - |
| Insurance | £ 664 |
| Stationery | £ 203 |
| Consumables/Equipment | £ 2,290 |
| Postage and carriage | £ - |
| Lunches | £ 1,510 |
| Subscriptions | £ 35 |
| Trips | £ 79 |
| Other food/drink | £ 250 |
| Other costs | £ 554 |
| Legal/professional fees | £ - |
| Total Expenses | £ 44,013 ✓ |

Net Income for the year ended 31/08/19

-£ 3,784 ✓

Bank Reconciliation

£

| | |
|--|-------------------|
| Opening Balance as at 01/09/19: | |
| Current Account | £ 12,891 ✓ |
| Reserve Account | £ 4,008 ✓ |
| Petty Cash | £ 1 ✓ |
| Total | £ 16,900 ✓ |

| | |
|----------------|------------|
| Add: Income | £ 40,229 ✓ |
| Less: Expenses | £ 44,013 ✓ |

Closing Balance as at 31/08/20: **£ 13,116** ✓

| | |
|--|-------------------|
| Actual Balances as at 31/08/20: | |
| Current Account | £ 9,102 ✓ |
| Reserve Account | £ 4,014 ✓ |
| Petty Cash | -£ 0 ✓ |
| Total | £ 13,116 ✓ |

Difference **£0.00**

Income and Expenditure - Sept 2019 - Aug 2020

| Month | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Total |
|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|----------------|-----------------|
| Income | | | | | | | | | | | | | |
| Fees | 316 | 282 | 842 | 907 | 52 | 356 | 176 | 68 | - | 150 | 520 | - | £ 3,667 |
| Funding | 7,491 | 2,390 | 364 | - | 6,169 | 3,305 | 115 | 6,369 | 4,653 | - | - | - | £ 30,857 |
| Lunch | - | 152 | 378 | 210 | 103 | 474 | 45 | - | - | 30 | 13 | 35 | £ 1,438 |
| Fundraising | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Trips | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Grants | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Other | - | - | - | - | 96 | 111 | - | 4,054 | - | - | - | - | £ 4,261 |
| Interest Received | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | £ 6 |
| Total Income | £ 7,807 | £ 2,825 | £ 1,584 | £ 1,117 | £ 6,420 | £ 4,246 | £ 337 | £ 10,492 | £ 4,654 | £ 180 | £ 532 | £ 35 | £ 40,229 |
| Less Expenses | | | | | | | | | | | | | |
| Payroll | 3,035 | 3,532 | 3,449 | 3,287 | 3,144 | 3,536 | 3,296 | 3,166 | 2,559 | 2,905 | 2,781 | 2,947 | £ 37,637 |
| Casual staff | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Training | 20 | 120 | - | - | - | 300 | - | - | - | 213 | - | - | £ 653 |
| Utilities (light, heat, electricity, water) | - | - | - | - | 139 | - | - | - | - | - | - | - | £ 139 |
| Telephone | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Insurance | - | - | - | - | - | - | - | - | - | 664 | - | - | £ 664 |
| Stationery | - | - | - | 34 | 143 | - | - | - | - | - | 26 | - | £ 203 |
| Consumables/Equipment | 277 | 148 | 37 | - | 104 | - | 11 | - | 70 | 1,600 | 116 | - | £ 2,290 |
| Postage and carriage | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Lunches | - | - | - | - | 383 | - | - | - | - | 1,128 | - | - | £ 1,510 |
| Subscriptions | - | - | - | - | 35 | - | - | - | - | - | - | - | £ 35 |
| Trips | - | 32 | - | 48 | - | - | - | - | - | - | - | - | £ 79 |
| Other food/drink | - | 31 | 38 | 27 | 40 | 13 | 14 | - | 53 | 12 | 21 | - | £ 250 |
| Other costs | - | - | 213 | - | 134 | - | - | - | - | 207 | - | - | £ 554 |
| Legal/professional fees | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Expenses | £ 3,332 | £ 3,863 | £ 3,664 | £ 3,395 | £ 4,121 | £ 3,848 | £ 3,321 | £ 3,166 | £ 2,682 | £ 6,729 | £ 2,945 | £ 2,947 | £ 44,013 |
| Net Income | £4,475 | -£1,038 | -£2,080 | -£2,278 | £2,298 | £398 | -£2,984 | £7,326 | £1,972 | -£6,549 | -£2,413 | -£2,911 | -£3,784 |

Income

| Invoice Date | Description | Total | Category | Paying In No. | Reconciled |
|--------------|---------------------------|------------|-------------------|---------------|------------|
| 04/09/2019 | Funding | £ 5,577.60 | Funding | BACS | Y |
| 06/09/2019 | Funding | £ 1,913.18 | Funding | BACS | Y |
| 17/09/2019 | S Blackburn | £ 37.00 | Fees | BACS | Y |
| 20/09/2019 | G Stevens | £ 120.00 | Fees | BACS | Y |
| 24/09/2019 | S Blackburn | £ 37.00 | Fees | BACS | Y |
| 30/09/2019 | Business Reserve Interest | £ 0.68 | Interest Received | BACS | Y |
| 04/10/2019 | Lunch | £ 132.00 | Lunch | 100708 | Y |
| 21/10/2019 | Busy Bees | £ 96.00 | Fees | BACS | Y |
| 28/10/2019 | I Miller - Fees | £ 128.00 | Fees | BACS | Y |
| 28/10/2019 | I Miller - Lunch | £ 20.00 | Lunch | BACS | Y |
| 28/10/2019 | Funding | £ 2,390.40 | Funding | BACS | Y |
| 31/10/2019 | Business Reserve Interest | £ 0.68 | Interest Received | BACS | Y |
| 01/11/2019 | Lunch | £ 127.50 | Lunch | 100709 | Y |
| 01/11/2019 | Fees | £ 107.50 | Fees | 100709 | Y |
| 05/11/2019 | Cooper - Fees | £ 61.00 | Fees | BACS | Y |
| 05/11/2019 | Cooper - Lunch | £ 15.00 | Lunch | BACS | Y |
| 06/11/2019 | Funding | £ 364.42 | Funding | BACS | Y |
| 06/11/2019 | Comp Voucher Serv | £ 213.00 | Fees | BACS | Y |
| 08/11/2019 | Fees | £ 65.00 | Fees | 100710 | Y |
| 08/11/2019 | Lunch | £ 35.00 | Lunch | 100710 | Y |
| 15/11/2019 | Fees | £ 240.00 | Fees | 100711 | Y |
| 15/11/2019 | Lunch | £ 135.00 | Lunch | 100711 | Y |
| 18/11/2019 | I Miller - Fees | £ 64.00 | Fees | BACS | Y |
| 18/11/2019 | I Miller - Lunch | £ 10.00 | Lunch | BACS | Y |
| 29/11/2019 | Fees | £ 15.00 | Fees | 100712 | Y |
| 29/11/2019 | Lunch | £ 55.00 | Lunch | 100712 | Y |
| 29/11/2019 | Business Reserve Interest | £ 0.64 | Interest Received | BACS | Y |
| 09/12/2019 | L Barnes | £ 74.50 | Fees | BACS | Y |
| 09/12/2019 | L Barnes - lunch | £ 7.50 | Lunch | BACS | Y |
| 12/12/2019 | G Stevens | £ 120.00 | Fees | BACS | Y |
| 17/12/2019 | National Savings Acc | £ 76.00 | Fees | BACS | Y |
| 17/12/2019 | L Barnes | £ 48.00 | Fees | BACS | Y |
| 17/12/2019 | L Barnes - lunch | £ 5.00 | Lunch | BACS | Y |
| 17/12/2019 | National Savings Acc | £ 72.00 | Fees | BACS | Y |
| 18/12/2019 | I Millar | £ 86.00 | Fees | BACS | Y |
| 18/12/2019 | I Millar - lunch | £ 25.00 | Lunch | BACS | Y |
| 20/12/2019 | Comp Voucher Serv | £ 62.00 | Fees | BACS | Y |
| 20/12/2019 | Fees | £ 83.50 | Fees | 100713 | Y |
| 20/12/2019 | Lunch | £ 165.00 | Lunch | 100713 | Y |
| 23/12/2019 | L Barnes | £ 45.50 | Fees | BACS | Y |
| 23/12/2019 | L Barnes - lunch | £ 7.50 | Lunch | BACS | Y |
| 30/12/2019 | G Stevens | £ 84.00 | Fees | BACS | Y |
| 31/12/2019 | G Stevens | £ 84.00 | Fees | BACS | Y |
| 31/12/2019 | Business Reserve Interest | £ 0.70 | Interest Received | BACS | Y |
| 06/01/2020 | M Westgarth | £ 60.00 | Lunch | BACS | Y |
| 09/01/2020 | Funding | £ 4,989.60 | Funding | BACS | Y |
| 10/01/2020 | Funding | £ 1,179.36 | Funding | BACS | Y |
| 17/01/2020 | L Barnes - lunch | £ 15.00 | Lunch | BACS | Y |
| 23/01/2020 | Wainwright | £ 55.00 | Other | BACS | Y |

| Invoice Date | Description | Total | Category | Paying In No. | Reconciled |
|------------------------|---------------------------|--------------------|-------------------|---------------|------------|
| 24/01/2020 | G Stevens - refund | -£ 84.00 | Fees | BACS | Y |
| 27/01/2020 | L Barnes - lunch | £ 7.50 | Lunch | BACS | Y |
| 28/01/2020 | Miller - fees | £ 128.00 | Fees | BACS | Y |
| 28/01/2020 | Miller - lunch | £ 20.00 | Lunch | BACS | Y |
| 31/01/2020 | Thwaites - | £ 40.50 | Other | BACS | Y |
| 31/01/2020 | Business Reserve Interest | £ 0.68 | Interest Received | BACS | Y |
| 03/02/2020 | L Barnes - lunch | £ 7.50 | Lunch | BACS | Y |
| 03/02/2020 | Fees | £ 30.00 | Fees | 100714 | Y |
| 03/02/2020 | Lunch | £ 170.00 | Lunch | 100714 | Y |
| 07/02/2020 | Fees | £ 32.50 | Fees | 100715 | Y |
| 07/02/2020 | Lunch | £ 92.00 | Lunch | 100715 | Y |
| 10/02/2020 | L Barnes - lunch | £ 7.50 | Lunch | BACS | Y |
| 11/02/2020 | Thwaites - | £ 30.00 | Other | BACS | Y |
| 11/02/2020 | Thwaites - | £ 60.00 | Fees | BACS | Y |
| 14/02/2020 | M Westgarth | £ 24.00 | Lunch | BACS | Y |
| 14/02/2020 | Fees | £ 102.50 | Fees | 100716 | Y |
| 14/02/2020 | Lunch | £ 37.50 | Lunch | 100716 | Y |
| 21/02/2020 | Funding | £ 3,304.80 | Funding | BACS | Y |
| 26/02/2020 | Miller - Fees | £ 96.00 | Fees | BACS | Y |
| 26/02/2020 | Miller - Lunch | £ 15.00 | Lunch | BACS | Y |
| 28/02/2020 | Business Reserve Interest | £ 0.62 | Interest Received | BACS | Y |
| 28/02/2020 | Thwaites - | £ 81.00 | Other | BACS | Y |
| 28/02/2020 | Lunch | £ 120.00 | Lunch | 100717 | Y |
| 02/03/2020 | Funding | £ 115.44 | Funding | BACS | Y |
| 06/03/2020 | Lunch | £ 45.00 | Lunch | 100718 | Y |
| 24/03/2020 | Fees | £ 48.00 | Fees | BACS | Y |
| 31/03/2020 | Business Reserve Interest | £ 0.70 | Interest Received | BACS | Y |
| 03/04/2020 | Fees | £ 68.00 | Fees | BACS | Y |
| 06/04/2020 | Funding | £ 6,369.45 | Funding | BACS | Y |
| 09/04/2020 | Coop | £ 845.85 | Other | BACS | Y |
| 28/04/2020 | Furlough | £ 3,208.22 | Other | BACS | Y |
| 30/04/2020 | Business Reserve Interest | £ 0.66 | Interest Received | BACS | Y |
| 12/05/2020 | Funding | £ 988.85 | Funding | BACS | Y |
| 22/05/2020 | Funding | £ 2,729.77 | Funding | BACS | Y |
| 26/05/2020 | Funding | £ 934.56 | Funding | BACS | Y |
| 29/05/2020 | Business Reserve Interest | £ 0.64 | Interest Received | BACS | Y |
| 08/06/2020 | T Millar | £ 130.00 | Fees | BACS | Y |
| 08/06/2020 | T Millar | £ 15.00 | Lunch | BACS | Y |
| 11/06/2020 | T Hird | £ 15.00 | Lunch | BACS | Y |
| 30/06/2020 | Business Reserve Interest | £ 0.04 | Interest Received | BACS | Y |
| 08/07/2020 | Thwaites - | £ 500.00 | Fees | BACS | Y |
| 20/07/2020 | Lunch | £ 12.50 | Lunch | 100719 | Y |
| 31/07/2020 | Business Reserve Interest | £ 0.03 | Interest Received | BACS | Y |
| 14/08/2020 | M Westgarth | £ 35.00 | Lunch | BACS | Y |
| 28/08/2020 | Business Reserve Interest | £ 0.03 | Interest Received | BACS | Y |
| | | £ 39,692.10 | ✓ | | |
| Income from Petty Cash | | £ 537.00 | ✓ | | |
| Total Income | | £ 40,229.10 | ✓ | | |

Expenses

| Paid Date | Invoice No | Supplier | Supplier Ref | Description | Total | Category | Cheque no | Reconciled |
|------------|------------|------------------------|--------------|---------------------------------------|------------|---|-----------|------------|
| 08/09/2019 | 180 | CPSL | 4999 | Aug-19 | £ 25.80 | Payroll | DD | Y |
| 19/09/2019 | 181 | Cumbria County Council | no ref | Gillian Winder - Training | £ 20.00 | Training | 001166 | Y |
| 20/09/2019 | 182 | Payroll | | Sep-19 | £ 2,795.98 | Payroll | BACS | Y |
| 20/09/2019 | no inv | NEST | Pension | Pension | £ 213.42 | Payroll | DD | Y |
| 25/09/2019 | 183 | YPO | 882173815 | Printer Ink | £ 30.77 | Consumables/Equipment | BACS | Y |
| 25/09/2019 | 184 | YPO | 882173816 | Hand towels/ soap/ playdoh | £ 138.98 | Consumables/Equipment | BACS | Y |
| 07/10/2019 | 185 | Safe Haven | WEB03275 | Safeguarding children course | £ 120.00 | Training | BACS | Y |
| 10/10/2019 | 186 | CPSL | 5090 | Sep-19 | £ 25.80 | Payroll | DD | Y |
| 10/10/2019 | no inv | NEST | Pension | Pension | £ 200.08 | Payroll | DD | Y |
| 17/10/2019 | 187 | Alexander Micros | 4127 | Laptop | £ 140.00 | Consumables/Equipment | BACS | Y |
| 20/10/2019 | 188 | Payroll | | Oct-19 | £ 3,306.21 | Payroll | BACS | Y |
| 04/11/2019 | 189 | Cool milk | 0919L | Milk | £ 13.52 | Other food/drink | BACS | Y |
| 06/11/2019 | 190 | CPSL | 5180 | Oct-19 | £ 25.80 | Payroll | DD | Y |
| 15/11/2019 | 191 | Plumbland CE School | 0009/1119 | School meals & club - Wainwright | £ 213.00 | Other costs | 001167 | Y |
| 20/11/2019 | 192 | Payroll | | Nov-19 | £ 3,227.80 | Payroll | BACS | Y |
| 25/11/2019 | no inv | NEST | Pension | Pension | £ 195.78 | Payroll | DD | Y |
| 28/11/2019 | no inv | YPO - Credit | Credit | E. lister | -£ 36.69 | Consumables/Equipment | 100712 | Y |
| 05/12/2019 | 193 | CPSL | 5266 | Nov-19 | £ 25.80 | Payroll | DD | Y |
| 13/12/2019 | 194 | Monkey Madhouse | | Xmas trip | £ 47.50 | Trips | 001168 | Y |
| 20/12/2019 | 195 | Payroll | | Dec-19 | £ 3,066.41 | Payroll | BACS | Y |
| 20/12/2019 | no inv | NEST | Pension | Pension | £ 194.30 | Payroll | DD | Y |
| 07/01/2020 | 196 | Plumbland CE School | 0012/1219 | Clubs - Thwaites/Wainwright | £ 134.00 | Other costs | 001169 | Y |
| 07/01/2020 | 197 | YPO | 882348997 | Pens/Paper | £ 80.98 | Consumables/Equipment | BACS | Y |
| 08/01/2020 | 198 | CPSL | 5376 | Dec-19 | £ 25.80 | Payroll | DD | Y |
| 20/01/2020 | 199 | Payroll | | Jan-20 | £ 3,118.00 | Payroll | DD | Y |
| 23/01/2020 | 200 | Plumbland CE School | 0005/1119 | Lunches | £ 382.50 | Lunches | 001170 | Y |
| 23/01/2020 | 201 | Plumbland CE School | Recharge | Water/Rubbish collection/Pest control | £ 138.86 | Utilities (light, heat, electricity, water) | 001170 | Y |
| 23/01/2020 | 202 | Plumbland CE School | Recharge | Copier costs | £ 143.27 | Stationery | 001170 | Y |
| 31/01/2020 | 203 | ICO | ZA163703 | Data Protection Registration | £ 35.00 | Subscriptions | DD | Y |
| 10/02/2020 | 204 | CPSL | 5466 | Jan-20 | £ 25.80 | Payroll | DD | Y |
| 14/02/2020 | no inv | NEST | Pension | Pension | £ 195.78 | Payroll | DD | Y |
| 20/02/2020 | 205 | Payroll | | Feb-20 | £ 3,118.20 | Payroll | DD | Y |
| 20/02/2020 | no inv | NEST | Pension | Pension | £ 195.78 | Payroll | DD | Y |
| 22/02/2020 | 206 | Safe Haven | WEB03505 | Safeguarding children course - Emma | £ 150.00 | Training | BACS | Y |
| 22/02/2020 | 207 | Safe Haven | WEB03504 | Safeguarding children course - Janine | £ 150.00 | Training | BACS | Y |
| 05/03/2020 | 208 | CPSL | 5536 | Feb-20 | £ 25.80 | Payroll | DD | Y |
| 20/03/2020 | 209 | Payroll | | Mar-20 | £ 3,077.22 | Payroll | DD | Y |
| 20/03/2020 | no inv | NEST | Pension | Pension | £ 192.81 | Payroll | DD | Y |

| Paid Date | Invoice No | Supplier | Supplier Ref | Description | Total | Category | Cheque no | Reconciled |
|------------|------------|----------------------|--------------|--------------------------------|------------|-----------------------|-----------|------------|
| 10/04/2020 | 210 | CPSL | 5668 | Mar-20 | £ 25.80 | Payroll | DD | Y |
| 20/04/2020 | 211 | Payroll | | Apr-20 | £ 3,140.56 | Payroll | BACS | Y |
| 07/05/2020 | 212 | CPSL | 5748 | Apr-20 | £ 25.80 | Payroll | DD | Y |
| 20/05/2020 | 213 | Payroll | | May-20 | £ 2,533.31 | Payroll | BACS | Y |
| 03/06/2020 | 214 | Early Years Alliance | | Insurance | £ 664.29 | Insurance | DD | Y |
| 03/06/2020 | no inv | NEST | Pension | Pension | £ 345.82 | Payroll | DD | Y |
| 05/06/2020 | 215 | CPSL | 5839 | May-20 | £ 25.80 | Payroll | DD | Y |
| 10/06/2020 | 216 | Plumbland CE School | Recharge | Shed - Michael Coates | £ 1,600.00 | Consumables/Equipment | 001172 | Y |
| 10/06/2020 | 217 | Plumbland CE School | Recharge | Clubs - Thwaites/Wainwright | £ 206.50 | Other costs | 001171 | Y |
| 10/06/2020 | 218 | Plumbland CE School | Recharge | Lunches | £ 1,127.50 | Lunches | 001171 | Y |
| 10/06/2020 | 219 | Plumbland CE School | Recharge | Fire Awareness training course | £ 93.34 | Training | 001171 | Y |
| 20/06/2020 | 220 | Payroll | | Jun-20 | £ 2,533.31 | Payroll | DD | Y |
| 26/06/2020 | 221 | Safe Haven | WEB03711 | Safeguarding children course | £ 120.00 | Training | BACS | Y |
| 08/07/2020 | 222 | CPSL | 5976 | Jun-20 | £ 25.80 | Payroll | DD | Y |
| 09/07/2020 | 223 | Argos | | Puzzles | £ 56.72 | Consumables/Equipment | BACS | Y |
| 13/07/2020 | no inv | NEST | Pension | Pension | £ 149.69 | Payroll | DD | Y |
| 15/07/2020 | 224 | EPB | 18404 | Planner | £ 26.16 | Stationery | BACS | Y |
| 15/07/2020 | 225 | YPO | SI-0279947 | Paper | £ 42.42 | Consumables/Equipment | BACS | Y |
| 20/07/2020 | 226 | Payroll | | Jul-20 | £ 2,605.74 | Payroll | DD | Y |
| 09/08/2020 | 227 | CPSL | 6110 | Jul-20 | £ 25.80 | Payroll | DD | Y |
| 11/08/2020 | no inv | NEST | Pension | Pension | £ 157.59 | Payroll | DD | Y |
| 17/08/2020 | no inv | NEST | Pension | Pension | £ 157.59 | Payroll | DD | Y |
| 20/08/2020 | 228 | Payroll | | Aug-20 | £ 2,605.54 | Payroll | DD | Y |

£ 43,475.14

Petty Cash expenses

£ 538.19

Total Expenses

£ 44,013.33

Petty Cash - Sept 19 - Aug 20

Opening Balance as at 1st Sep 19

£ 1.04

| Date | Invoice No | Description | Total | Category | Balance |
|------------|------------|-----------------------|----------|-----------------------|-----------|
| 19/09/2019 | no inv | Stones - moota | -£ 5.00 | Consumables/Equipment | -£ 3.96 |
| 23/09/2019 | 111 | Cleaning | -£ 94.40 | Consumables/Equipment | -£ 98.36 |
| 23/09/2019 | 112 | Paintbrushes | -£ 7.85 | Consumables/Equipment | -£ 106.21 |
| 30/09/2019 | Fees | Fees | £ 122.00 | Fees | £ 15.79 |
| 01/10/2019 | 113 | Snacks | -£ 8.68 | Other food/drink | £ 7.11 |
| 10/10/2019 | 114 | Whinlatter | -£ 31.53 | Trip | -£ 24.42 |
| 15/10/2019 | 115 | Snacks | -£ 8.84 | Other food/drink | -£ 33.26 |
| 15/10/2019 | no inv | Gruffalo cake toppers | -£ 3.00 | Other food/drink | -£ 36.26 |
| 28/10/2019 | 116 | Snacks/sweets | -£ 10.82 | Other food/drink | -£ 47.08 |
| 28/10/2019 | no inv | Candles | -£ 8.00 | Consumables/Equipment | -£ 55.08 |
| 31/10/2019 | Fees | Fees | £ 58.00 | Fees | £ 2.92 |
| 04/11/2019 | 117 | Bread/butter | -£ 6.20 | Other food/drink | -£ 3.28 |
| 11/11/2019 | 118 | Snacks | -£ 4.70 | Other food/drink | -£ 7.98 |
| 22/11/2019 | no inv | Biscuits | -£ 4.50 | Other food/drink | -£ 12.48 |
| 22/11/2019 | 119 | Snacks | -£ 9.39 | Other food/drink | -£ 21.87 |
| 30/11/2019 | Fees | Fees | £ 76.00 | Fees | £ 54.13 |
| 02/12/2019 | 120 | Snacks | -£ 5.70 | Other food/drink | £ 48.43 |
| 02/12/2019 | 121 | Cooking | -£ 8.65 | Other food/drink | £ 39.78 |
| 13/12/2019 | 122 | Ink (wilko) | -£ 34.00 | Stationery | £ 5.78 |
| 17/12/2019 | 123 | Snacks | -£ 12.37 | Other food/drink | -£ 6.59 |
| 31/12/2019 | Fees | Fees | £ 71.00 | Fees | £ 64.41 |
| 06/01/2020 | 124 | Hobbycraft | -£ 12.00 | Consumables/Equipment | £ 52.41 |
| 06/01/2020 | 125 | Morrisons | -£ 8.00 | Other food/drink | £ 44.41 |
| 06/01/2020 | 126 | Sainsburys | -£ 11.47 | Other food/drink | £ 32.94 |
| 06/01/2020 | 127 | Nursery Resources | -£ 10.69 | Consumables/Equipment | £ 22.25 |
| 20/01/2020 | 128 | Snacks | -£ 12.15 | Other food/drink | £ 10.10 |
| 31/01/2020 | 129 | Bread/brioche | -£ 8.60 | Other food/drink | £ 1.50 |
| 31/01/2020 | Fees | Fees | £ 8.00 | Fees | £ 9.50 |
| 11/02/2020 | 130 | Butter/brioche | -£ 3.00 | Other food/drink | £ 6.50 |
| 26/02/2020 | 131 | Snacks | -£ 9.78 | Other food/drink | -£ 3.28 |
| 28/02/2020 | Fees | Fees | £ 35.00 | Fees | £ 31.72 |
| 06/03/2020 | 132 | Snacks | -£ 8.38 | Other food/drink | £ 23.34 |
| 16/03/2020 | 133 | Snacks | -£ 5.67 | Other food/drink | £ 17.67 |
| 16/03/2020 | 134 | Wooden spoon | -£ 11.04 | Consumables/Equipment | £ 6.63 |
| 31/03/2020 | Fees | Fees | £ 127.50 | Fees | £ 134.13 |
| 14/05/2020 | 135 | Cleaning | -£ 31.20 | Consumables/Equipment | £ 102.93 |
| 14/05/2020 | 136 | Hobbycraft | -£ 15.00 | Consumables/Equipment | £ 87.93 |
| 14/05/2020 | 137 | Aprons/hand gel | -£ 23.99 | Consumables/Equipment | £ 63.94 |
| 14/05/2020 | 138 | Snacks | -£ 52.80 | Other food/drink | £ 11.14 |
| 19/06/2020 | 139 | Snacks | -£ 12.10 | Other food/drink | -£ 0.96 |
| 30/06/2020 | Fees | Fees | £ 20.00 | Fees | £ 19.04 |
| 01/07/2020 | 140 | Compost | -£ 17.20 | Consumables/Equipment | £ 1.84 |
| 08/07/2020 | 141 | Snacks | -£ 9.65 | Other food/drink | -£ 7.81 |
| 15/07/2020 | 142 | Sweets | -£ 11.84 | Other food/drink | -£ 19.65 |
| 31/07/2020 | Fees | Fees | £ 19.50 | Fees | -£ 0.15 |

Petty cash balance as at 31st August 20

-£ 0.15

Difference

£ 0.00

Page 7

| Sum of Total | Column Labels | | | | | | | | | | |
|-----------------------|---------------|---------|---------|---------|---------|---------|---------|----------|---------|---------|-------------|
| Row Labels | Sep | Oct | Nov | Dec | Jan | Feb | Mar | May | Jun | Jul | Grand Total |
| Consumables/Equipment | - 107.25 | - 8.00 | | | - 22.69 | | - 11.04 | - 70.19 | | - 17.20 | - 236.37 |
| Fees | 122.00 | 58.00 | 76.00 | 71.00 | 8.00 | 35.00 | 127.50 | | 20.00 | 19.50 | 537.00 |
| Other food/drink | | - 31.34 | - 24.79 | - 26.72 | - 40.22 | - 12.78 | - 14.05 | - 52.80 | - 12.10 | - 21.49 | - 236.29 |
| Stationery | | | | - 34.00 | | | | | | | - 34.00 |
| Trip | | - 31.53 | | | | | | | | | - 31.53 |
| Grand Total | 14.75 | - 12.87 | 51.21 | 10.28 | - 54.91 | 22.22 | 102.41 | - 122.99 | 7.90 | - 19.19 | - 1.19 |

7



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Plumbland Pre-school Playgroup

On accounts for the year
ended

31st August 2020

Charity no
(if any)

1037375

Set out on pages

1-8

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

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Brian Stephenson

Date:

30th July 2021

Name:

Brian Stephenson

Relevant professional
qualification(s) or body

ASSOCIATION OF CHURCH ACCOUNTANTS AND TREASURERS

(if any):

| |
|--|
| |
|--|

Address:

| |
|--------------------|
| ERNE HOUSE |
| PLUMBLAND, WIGTON, |
| CUMBRIA, CA7 2ET |

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

Note