

# KNIGHTS

## Book-keeping & Secretarial Services

105 Covent Garden Road  
CAISTER-ON-SEA  
Great Yarmouth  
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06 April 2022

Penguin Playgroup  
Newtown Methodist Church  
Caister Road  
GREAT YARMOUTH  
NR30 4DB

Dear Liesel

RE: ACCOUNTS YEAR 2020 – 2021

I can confirm that I have checked all income and expenditure as supplied to me and reconciled all bank statements from Lloyds Bank Account No. 00799015 up to and including 5 April 2021.

Opening balance as of 06 April 2020 10,191.51

Total income received 152,007.32

162,198.83

Less total expenditure (127,161.87)

Closing balance as of 05 April 2021 35,036.96

I have enclosed spreadsheets to show breakdown of both income and expenditure.

NOTES:

With regards to the property 24A South Quay, Great Yarmouth, ongoing expenditure has been made from this Bank Account to the sum of £16,332.68 with most of this sum going to Solicitors.

cont ..

Please make cheques payable to: N Knights  
Bank Details: Account No. 85040588 Sort Code: 09-01-32

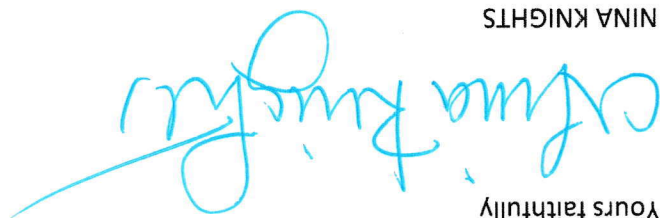
There is a balance in hand of £15,542.67 in the Lloyds Business Instant Access Account, Account No. 01362490 as of 09 April 2020. There are no further statements at this point.

PETTY CASH: There has been no withdrawals from the Bank Accounts for petty cash for the year 2020 - 2021. The closing balance as of 31 March 2021 was £177.90

CREDIT CARD: The Tesco Credit Card continues to be used for the purchase of food, supplies and events. I have checked each month's credit card statements and find these to be in order. I am pleased to report, that payments have been made on time and this year have incurred no late payment fees.

I attach copies of spreadsheets for your attention.

Yours faithfully

  
NINA KNIGHTS

Encs

JME

Parents	Childcare	NCC	Milk	Refund	Donations	Fundraising	Uniform	Other
06-Apr-20		23841.30						
28-Apr-20	38.40							
01-May-20	16.00							
06-May-20	162.80							
06-May-20	76.80							304.00
07-May-20								
07-May-20		5508.00						
22-May-20		787.20						
05-Jun-20		11126.20						
17-Jun-20	116.00							
29-Jun-20	115.20							
01-Jul-20		103.20						
01-Jul-20	96.00							
06-Jul-20		5508.00						
09-Jul-20	200.00							
20-Jul-20	516.60							
21-Jul-20								5000.00
03-Aug-20		1112.10						
07-Aug-20		7270.50						
03-Sep-20								4640.00
04-Sep-20		6182.60						
07-Sep-20								25.00
11-Sep-20								17.00
14-Sep-20								17.00
18-Sep-20	99.00							
29-Sep-20	19.80							
01-Oct-20	217.80							
01-Oct-20	227.70							
02-Oct-20	256.00							
02-Oct-20	290.80							
05-Oct-20	316.80							
06-Oct-20		5653.00						
05-Nov-20	147.84							
06-Nov-20		19205.10						
09-Nov-20	39.60							
09-Nov-20	138.60							
13-Nov-20	39.60							
20-Nov-20	39.60							
20-Nov-20	23.10							
26-Nov-20	268.80							
27-Nov-20	346.50							
01-Dec-20	39.60							
03-Dec-20	336.00							
04-Dec-20					16172.58			
07-Dec-20	39.60							



Parents	Fees	Childcare	NCC	Funding	Refund	Donations	Fundraising	Uniform	Other
1-Dec-20	375.80						15.12		
1-Dec-20									
14-Dec-20	39.60								
18-Dec-20				449.41					
08-Jan-21				9567.00					
08-Jan-21									80.20
11-Jan-21	39.60								
18-Jan-21	39.60								
22-Jan-21	19.80								
25-Jan-21	119.00								
26-Jan-21	118.80								
29-Jan-21	138.60								
01-Feb-21	39.60								
02-Feb-21	39.60								
03-Feb-21	118.80								
05-Feb-21				10942.00					
05-Feb-21	39.60								
12-Feb-21	39.60								
19-Feb-21				592.00					
22-Feb-21								18.00	
24-Feb-21	39.60								
01-Mar-21	19.80								
05-Mar-21									250.80
05-Mar-21				11538.67					
16-Mar-21	132.00								
17-Mar-21	79.20								
18-Mar-21	16.50								
19-Mar-21	49.50								
22-Mar-21	115.50								
23-Mar-21								9.00	
25-Mar-21	39.60								
25-Mar-21	99.00								
26-Mar-21	89.10								
	6072.34	103.20	135455.66				15.12	86.00	10275.00

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	Wages	Pension	HMRC	Phone & Internet	Equipment	Rent	Training	GYBC & Suffolk	Repairs/Maintenance	Petty Cash	Ins.		
<b>TO 26 OCTOBER 2020</b>													
Newtown Methodist Church						406.25							
Tesco Credit Card													
Nest Pension		201.87										259.88	
Logowear													
GLS Educational					70.99							30.00	
Payroo													
Water Rates													
Morton Michael Insurance													
HMRC			491.02										
Norton Peskett													
British Gas													
GLS Educational					14.51								
British Telecom				34.80								270.84	
Inkjets & Toners													
Onecom				87.28									
Wages	7189.08								53.08				
ADT													
Nest Pension		204.70							53.08			560.72	232.60
	7189.08	406.57	491.02	122.08	85.50	406.25							
<b>TO 27 NOVEMBER 2020</b>													
Newtown Methodist Church						406.25							
HMRC			465.25										211.96
Tesco Credit Card													
BT				34.80					53.08				
ADT Alarm													
Wages	8306.78						441.00						
Ikon Training				87.30									
Onecom													
BG Business					98.36							300.00	
Gompels												138.08	
Nicholsons													
Mini Me Gifts													
Nest Pension		208.68							53.08			438.08	211.96
	8306.78	208.68	465.25	122.10	98.36	406.25	441.00						



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	Wages	Pension	HMRC	Phone & Internet	Equipment	Rent	Training	GVBC & Suffolk	Repairs/Maintenance	Petty Cash	Insurance		
<b>TO 5 APRIL 2021</b>													
Newtown Methodist Church						431.11							
Nest		224.28											
		224.28				431.11							
	7135.81		705.91	34.80	59.94			148.34	41.07			30.00	130.81
	6418.84	408.60	440.74	34.80	179.72	406.25	30.00	110.81	41.07			30.00	
	6400.44	185.32	835.59	301.53	196.97	406.25		110.81	41.07			30.00	25.58
	6812.50			34.80	188.35	406.25		108.56	65.08			68.00	163.50
	7077.35	399.08	922.87	34.80		406.25			53.08		441.20		426.30
	7290.51			295.13		406.25			53.08				51.10
	7189.08	406.57	491.02	122.08	85.5	406.25			53.08			560.72	232.6
	8306.78	208.68	465.25	122.10	98.36	406.25	441.00		53.08			438.08	211.96
	7606.19		553.76	145.81	145.99	431.11						140.00	341.91
	7299.92	379.29	442.76	122.47	147.48	431.11			106.16			30.00	931.98
	7325.94	160.53	470.75	34.80	849.60	431.11			53.08			344.14	78.39
	8049.81		434.69	220.47	326.61	431.11			262.35			375.19	145.71
		224.28				431.11							
	86913.20	2372.35	5763.34	1503.59	2278.52	4999.30	471.00	478.52	822.20		441.20	2046.13	2739.84

