

RADCLIFFE-ON-TRENT PRE-SCHOOL PLAYGROUP

England & Wales · Charity number 1041665

Details

Status Registered

Legal form Other

Registered 1994-10-27

Register [View on the Charity Commission register](#)

Contact

Address Bingham Road
Radcliffe On Trent
Nottingham
Nottinghamshire
NG12 2FU

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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-SCHOOL LEARNING ALLIANCE.

Activities: Early Years Education.

Classification

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

Geography

- Nottinghamshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-08-31 | £190,132 | £176,800 | - | - |
| 2024-08-31 | £183,655 | £157,598 | - | - |
| 2023-08-31 | £128,349 | £116,655 | - | - |
| 2022-08-31 | £103,600 | £93,492 | - | - |
| 2021-08-31 | £151,594 | £138,520 | - | - |

Trustees

| Name | Role | Appointed |
|-----------------------|-------|------------|
| Troy Jenkinson | Chair | 2025-11-25 |
| Caroline Peat | | 2025-11-25 |
| Chloe Holden | | 2025-03-20 |
| Claire Bird | | 2025-11-25 |
| JUNE BARNES | | 2011-12-15 |
| Katie Vipond | | 2025-06-25 |
| Michelle Neil | | 2023-01-10 |
| Michelle Tyreman | | 2022-12-06 |

RADCLIFFE-ON-TRENT PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1041665

Accounts

Treasurer's Report September 2024 – August 2025 (Academic Year 2024/25)

The year 2024/25 has been another positive period for the setting. We benefitted from a full year of Kelly as Business Manager and Amy's contributions, which have strengthened our operational and financial management.

Opening Position & Reserves

We began the year with a healthy reserve and closed the year with £116,982 in the bank, up from £103,838 last year. This continues to align with our reserves policy of holding between 3 and 6 months' operating expenses. The committee remains committed to responsible cash management and our savings strategy introduced last year continues to generate interest for reinvestment in learning materials.

Income

- Total income for the year: £190,132, an increase from £183,775 last year
- NCC funding : £160,949, which remains our primary income source
- Parent fees: £27,967, reflecting sustained occupancy and fee structure
- Fundraising: £978, slightly down from last year's £2,900, but still valuable for community engagement
- Other minor income streams included small product sales and commissions.

The increase in income was driven by consistent occupancy and strong funding levels. No major fee changes were implemented this year, maintaining stability for families.

Expenditure

- Total expenditure: £176,800, up from £157,586 last year.
- Staff costs: £146,490, reflecting continued investment in wages, pensions, and compliance with national wage increases
- Other significant costs included building maintenance (£7,075), utilities (£6,097), and insurance (£4,361)
- We also invested in IT, equipment repairs, and safety checks to maintain high standards.

Despite these costs, we maintained prudent financial control, ensuring all spending supported the quality of care and safety of the setting.

Net Position

Net income: £13,332, compared to £26,189 last year. While lower, this remains a positive outcome given increased staffing and maintenance costs.

Conclusion

The Playgroup remains financially stable and well-positioned for the future. The committee will continue to monitor staffing costs, building maintenance and fundraising opportunities to ensure sustainability. Our focus remains on balancing prudent financial management with investment in people and facilities to deliver the high-quality care we are proud of.

Profit V Loss 2024-2025

Radcliffe on Trent Pre-School Playgroup

September 1, 2024-August 31, 2025

| DISTRIBUTION ACCOUNT | TOTAL |
|------------------------------------------|--------------------|
| Income | |
| Discounts given | -292.80 |
| Non-Profit Income | 0 |
| Donations | 500.00 |
| Fundraising | £78.22 |
| Baby Market | 84.50 |
| Carnival | 240.00 |
| Community Café | 275.00 |
| Eco Partyware Hire | 75.00 |
| Fireworks Fiesta | 200.00 |
| Stikins Commission | 25.56 |
| Total for Fundraising | £978.28 |
| NCC Government Funding | £159,262.48 |
| DAF | 910.00 |
| EYPP | 776.77 |
| Total for NCC Government Funding | £160,949.25 |
| Parent Fees | 0 |
| Services | 27,966.82 |
| Total for Parent Fees | £27,966.82 |
| Total for Non-Profit Income | £190,394.35 |
| Sales of Product Income | 0 |
| Children's T shirts | 10.00 |
| Total for Sales of Product Income | £10.00 |
| Unapplied Cash Payment Income | 20.12 |
| Uncategorised Income | |
| Total for Income | £190,131.67 |
| Cost of Sales | |
| Gross Profit | £190,131.67 |
| Expenses | |
| Activities & Materials | 1,776.94 |
| Administration | £23.34 |
| Administration | 249.20 |
| IT Purchases | £19.27 |
| Norton Antivirus | 89.99 |
| Total for IT Purchases | £109.26 |
| IT Repairs/Support | £75.00 |
| Website | 69.86 |
| Total for IT Repairs/Support | £144.86 |
| Mobile Phones | 356.24 |
| Print Copies | 264.38 |
| Printer Quarterly Rental | 408.00 |
| Shredding | 32.99 |
| Total for Administration | £1,588.27 |

Profit V Loss 2024-2025

Radcliffe on Trent Pre-School Playgroup

September 1, 2024-August 31, 2025

| DISTRIBUTION ACCOUNT | TOTAL |
|-----------------------------------------------|------------------|
| Advertising | 110.00 |
| Annual Fixed Costs | 0 |
| Buildings Insurance | 2,708.62 |
| ICO | 35.00 |
| OFSTED Registration Fee | 35.00 |
| Payroll and NEST | 325.00 |
| PPLPRS Music License | 135.22 |
| Public Liability Insurance inc EYA membership | 546.80 |
| Quickbooks Subscription | 54.00 |
| Tapestry | 210.00 |
| Twinkl Subscription | 311.15 |
| Total for Annual Fixed Costs | £4,360.79 |
| Bank Charges | 291.22 |
| Building Repairs/Maintenance | 1,430.32 |
| Children's Equipment | 2.58 |
| Children's T shirts | 163.53 |
| Contractor Fees | £90.00 |
| Air Conditioning | 217.80 |
| Building Maintenance and Equipment | 5,166.44 |
| Fire Equipment Checks | 370.80 |
| Grass Cutting | 13.00 |
| Legionella | 469.00 |
| Nappy Bin Contract | 602.18 |
| PAT Testing | 146.25 |
| Total for Contractor Fees | £7,075.47 |
| Equipment Purchases & Repairs | 449.50 |
| Food & Household | 5,489.51 |
| Fundraising Spending | 607.87 |
| Other Expenditures | 0 |
| Gifts | 20.00 |
| Staff & Committee Entertainment | 2.19 |
| Total for Other Expenditures | £22.19 |
| Services | 0 |
| Bin Collection | 945.78 |
| Gas & Electricity | 2,638.34 |
| Landline and Internet | 971.36 |
| Water | 1,541.22 |
| Total for Services | £6,096.70 |
| Staff | 0 |
| DBS & Update Service | 453.18 |
| Pension Payment | 4,377.10 |
| Tax & NI | 11,975.07 |
| Training | 217.90 |
| Uniform | 223.23 |

Profit V Loss 2024-2025

Radcliffe on Trent Pre-School Playgroup

September 1, 2024-August 31, 2025

| DISTRIBUTION ACCOUNT | TOTAL |
|-----------------------------|--------------------|
| Wages (including Tax & NI) | 129,243.19 |
| Total for Staff | £146,489.67 |
| Sundries | 845.23 |
| Total for Expenses | £176,799.79 |
| Net Operating Income | £13,331.88 |
| Other Income | |
| Other Expenses | |
| Net Other Income | 0 |
| Net Income | £13,331.88 |



Section A Independent Examiner's Report

Report to the trustees

Charity Name RADCLIFFE ON TRENT PRE-SCHOOL PLAYGROUP

On accounts for the year ended

31/8/25 Charity no (if any)

Set out on pages

(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: SDay

Date: 29/10/25

Name: SIMON DRAYCON

Relevant professional qualification(s) or body

ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

(if any):

Address:

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.

RADCLIFFE-ON-TRENT PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1041665

Accounts

Treasurer's Report September 2023-August 2024 (Academic Year 2023/24)

The year 2023/24 has seen some change for the setting, including a new Business Manager and new staff members but the team have again responded well. Kelly has settled well into her new role and the setting is benefitting from her experience.

The year started strong with £77,625 in reserve meaning the setting had flexibility to make further investments this period.

Despite some one-off investments and increased staffing, we have maintained a healthy bank balance, closing the FY23/24 with £103,681 in the bank. This is a very healthy position, the healthiest in over 3 years. Our bank balance remains commensurate with our reserves policy that we should hold between three and six months' operating expenses.

With this in mind, in July 2024 the committee agreed to put c. £45,000 into a Virgin Money Easy Access Savings account, allowing the cash reserve to generate interest. This was considered a more responsible way to manage the cash reserve as the interest generated can fund learning materials for the setting.

Income

- Income for the period totaled £183,655 which is up 33% up on the previous year. We had set the budget at £120,968 in line with the previous year's income which felt reasonable. The increased revenue was driven by an increase in new starters resulting in increased funding from both NCC and parents.
- In September 23 we increased the hourly fee payable by parents for unfunded hours to £5.90 (a 65p increase on the previous). This decision was taken in the previous period and was made to ensure the setting can continue to offer quality care and services with high caliber staff. We made no other increases to fees this year 23/24
- Funding from NCC increased. Funding for 2 year olds increased to £7.47 p/h and 3-4 year olds moved to £5.03. Increased funding allows Playgroup to cover the costs of running the setting as well as supporting the required increases in expenses such as minimum wage and pensions
- Our biggest demographic currently is 30 hour funded 3 year olds.
- We achieved 84% occupancy this period with an average of 79%.
- A sustained high occupancy, increased fees and NCC funding all contributed to the setting achieving £14,000 more than budgeted in fees and £46,979 more than budgeted in NCC funding

Fundraising

- We continue to take a cautious approach to budgeting for fundraising and are always mindful of the cost of living and impact on people's ability and willingness to support community activities That said, we generated £2900 from fundraising efforts this period. This was £300 more than budget. The team ran a successful Winter Fair in December 2023, raising £1300. Slightly down on the previous year but offset by a very successful Community Café in January, raising £350.

These local events continue to be important as they help to raise the profile of the Playgroup as well as raising funds. We are grateful as always for the generous community spirit.

Expenditure

- Expenditure this year was £157, 598 which was £33,000 adverse to budget. Staff wages were the biggest influence of this, adding £27,816 to the budget set out in September 2023. Partly driving this was our response to the National Living Wage increase in April 2024. The rate increased by £1.05 an hour, affecting our Playgroup Assistants and Cleaner roles.
As part of this increase we also introduced a new wage bracket to distinguish qualified staff with key children from unqualified and bank staff. All these roles are important but the committee voted to ensure our wages recognise differing skill and experience
- Utility costs dropped this year in line with national pricing, saving £700 to budget
- We have made some one-off investments this year in the comfort and safety of the setting as the cash reserves allowed. These included repairing the roof in April.

Conclusion

- Net profit of £26,056 for 23/24 puts the Playgroup in a strong financial position. This is achieved in the context of an ongoing challenging economic climate at a broader level and some maintenance and staffing issues at a local level. The Management team work hard with the Committee to take a holistic view to spending to ensure we achieve the right balance of prudent cash control and maintaining the high level of care and service we are proud to deliver
- The Committee commit to continued reviews of staff resource not just in headcount but in wages and development to ensure we remain an attractive local employer and invest in our people to retain them for the long-term benefit of children in our care
- The budget for FY 24/25 is agreed and in place and is currently tracking broadly in with expectation. There will be continued investment in building maintenance to make sure we provide safe and comfortable surroundings for children and staff but spend will be closely scrutinised by the Committee, with an eye on the cash reserve to ensure increased spending is sustainable and doesn't risk the long term financial viability of the Playgroup

Radcliffe on Trent Pre-School Playgroup

Profit and Loss

September 2023 - August 2024

| | TOTAL |
|---------------------------------------------|--------------------|
| Income | |
| Discounts given | -1,108.42 |
| Non-Profit Income | |
| Donations | 278.69 |
| Fundraising | 285.00 |
| Carnival | 522.00 |
| Community Café | 357.00 |
| Eco Partyware Hire | 30.00 |
| Fireworks Fiesta | 150.00 |
| Ladies Night | 1,325.66 |
| Total Fundraising | 2,669.66 |
| NCC Government Funding | 126,765.32 |
| DAF | 4,541.00 |
| EYPP | 150.00 |
| Total NCC Government Funding | 131,456.32 |
| Parent Fees | 180.00 |
| Services | 49,836.00 |
| Total Parent Fees | 50,016.00 |
| Total Non-Profit Income | 184,420.67 |
| Refunds | 357.23 |
| Unapplied Cash Payment Income | -15.50 |
| Uncategorised Income | 0.54 |
| Total Income | £183,654.52 |
| GROSS PROFIT | £183,654.52 |
| Expenses | |
| Activities & Materials | 1,101.42 |
| DAF and EYPP Expenditure | 511.01 |
| Total Activities & Materials | 1,612.43 |
| Administration | 71.11 |
| Administration | 344.54 |
| IT Purchases | 470.10 |
| Norton Antivirus | 89.99 |
| Total IT Purchases | 560.09 |
| IT Repairs/Support | |
| Website | 66.00 |
| Total IT Repairs/Support | 66.00 |
| Mobile Phones | 342.24 |
| Print Copies | 332.50 |
| Printer Quarterly Rental | 408.00 |
| Shredding | 29.40 |
| Total Administration | 2,153.88 |
| Advertising | 6.00 |
| Promotional Materials and Advertising Costs | 8.00 |
| Total Advertising | 14.00 |

| | TOTAL |
|-----------------------------------------------|--------------------|
| Annual Fixed Costs | 295.88 |
| Buildings Insurance | 150.76 |
| ICO | 35.00 |
| OFSTED Registration Fee | 35.00 |
| Payroll and NEST | 290.00 |
| PPLPRS Music License | 130.82 |
| Public Liability Insurance inc EYA membership | 1,929.46 |
| Quickbooks Subscription | 72.00 |
| Tapestry | 192.00 |
| Total Annual Fixed Costs | 3,130.92 |
| Bank Charges | 56.85 |
| Building Repairs/Maintenance | 1,428.88 |
| Children's Equipment | 796.39 |
| Children's T shirts | 430.19 |
| Contractor Fees | 177.42 |
| Building Maintenance and Equipment | 3,429.36 |
| Fire Equipment Checks | 139.20 |
| Grass Cutting | 19.50 |
| Legionella | 408.00 |
| Nappy Bin Contract | 584.64 |
| PAT Testing | 147.00 |
| Total Contractor Fees | 4,905.12 |
| Equipment Purchases & Repairs | 2,249.95 |
| Food & Household | 4,130.78 |
| Fundraising Spending | 324.39 |
| Other Expenditures | |
| Gifts | 150.44 |
| Staff & Committee Entertainment | 183.50 |
| Total Other Expenditures | 333.94 |
| Services | 232.40 |
| Bin Collection | 947.76 |
| Gas & Electricity | 1,726.61 |
| Landline and Internet | 828.91 |
| Water | 1,503.69 |
| Total Services | 5,239.37 |
| Staff | |
| DBS & Update Service | 518.07 |
| Pension Payment | 3,904.09 |
| Tax & NI | 8,141.22 |
| Training | 476.00 |
| Uniform | 43.19 |
| Wages (including Tax & NI) | 117,655.10 |
| Total Staff | 130,737.67 |
| Sundries | 44.59 |
| Uncategorised Expense | 8.99 |
| Total Expenses | £157,598.34 |
| NET OPERATING INCOME | £26,056.18 |
| NET INCOME | £26,056.18 |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
RANCLIFFE ON TRENT PRE-SCHOOL PLAYGROUP

On accounts for the year ended

31ST AUGUST 2024

**Charity no
(if any)**

Set out on pages

1-2

(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 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:

Simon Drayton

Date:

7/11/24

Name:

SIMON DRAYTON

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

ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (ACCA)

Address:

110 BINGHAM ROAD

RADCLIFFE ON TRENT

NG12 2GT

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.

NONE NOTED.

RADCLIFFE-ON-TRENT PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1041665

Accounts

Treasurer's Report September 2022-August 2023 (Academic Year 2022/23)

The year 2022/23 has seen some change for the setting, including a new Business Manager and new staff members but the team have responded well. The year started with some cautious accruals and a previously hesitant approach to staffing but with a strong opening position in August 2022 of £68,019 in reserve, the setting had flexibility to invest this period. Despite some one-off investments and increased staffing, we have maintained a healthy bank balance, closing the FY22/23 with £77624.75 in the bank. This is a very healthy position, the healthiest in over 2 years. Our bank balance remains commensurate with our reserves policy that we should hold between three and six months' operating expenses.

Income

- Income for the period totalled £128,348 which is up 24% up on the previous year. We had set the budget at £103,430 which was the previous year's income and felt reasonable. The increased revenue was driven by an increase in new starters in the Summer term, resulting in increased funding from both NCC and parents. In this reporting year we moved to monthly invoicing of fees which helped smooth cashflow and we hope made payment easier for parents/carers.
- In September 22 we increased the hourly fee payable by parents for unfunded hours to £5.25 (a 30p increase on the previous). This decision was taken in the previous period and was made to ensure the setting can continue to offer services to the community whilst supporting the required increases in expenses such as minimum wage and pensions. We made no other increases to fees this year 22/23.
- Funding from NCC remained the same this year but nevertheless it allowed Playgroup to cover the costs of running the setting and some of the increases to our wage bill. Our biggest demographic currently is 30 hour funded 3 year olds. Hourly funding for 3 and 4 year-olds was £4.53 whilst funding for 2 year-olds entitled to it was £5.60/hour. We achieved over 90% occupancy this period with more than anticipated new starters joining from the new housing developments. This increase resulted in £6,000 more than budgeted in parent fees and £15,000 more than budgeted in funding from NCC.
- Our wrap-around care offering saw increased interest after the Spring term making it financially viable. As reported last year, standard afternoon sessions now finish at 4pm which gives many parents/carers the hours they require. In the period 22/23 we ran a breakfast club which was used by up to 7 children and an afterschool club 4pm to 5pm used by up to 4 children. This approach is working well and with increasing interest from parents/carers. We continue to review our wraparound care offer.

Fundraising

- We always take a cautious approach to budgeting for fundraising but were particularly mindful of the cost of living and impact on people's ability and

willingness to support community activities this period. Therefore we budgeted £1,930. However, we ran another successful Ladies Night in November 2022 that raised £1,200. The Radcliffe Carnival generated another £191 and we continued to participate in the Radcliffe fireworks and the community café. These local events help to raise the profile of the Playgroup as well as raising funds. We also continued to offer hire of our Eco-Party kit and this period did some Easter crafting fun at the setting. All this helped to raise £2,574. Over £600 against our target. We are grateful as always for the generous community spirit.

- In June 23 we were awarded a £500 grant from Localgiving in partnership with the Postcode Places Trust. This allowed us to cover increased utility bills whilst still investing in new ipads for staff to use in the setting. These new ipads ensured information could be entered accurately and in a timely manner, providing parents/carers with higher quality images, improving communication and building trust with the setting.

Expenditure

- Expenditure this year was £116, 655 which was £8,083 adverse to budget. Staff wages were the biggest influence of this, adding £6,000 to the budget set out in September 2022. However it was accounted for with a re-forecast in March 2023 and was a deliberate decision in response to increases in National Living Wage and an additional head to support the increased occupancy. As National Living Wages increased we voted to increase wages of more senior staff to ensure wages continued to recognise skill and experience.
- Utility costs were high this year, in line with national costs but only marginally higher than budget - Gas & Elec were £47 adverse
- We have made some one-off investments this year in the comfort and safety of the setting as the cash reserves allowed. These included a defibrillator located inside the setting and new taps making it easier for children to use and decrease the risk of flooding.
- Having achieved another increase in our reserves this year we are in a strong position for 23/24 where we expect to be able to make some bigger investments in the setting including roof repairs.

Staff

- The staff and leadership team at Playgroup continue to be our biggest asset. The team have worked hard to maintain the care and attention that children and parents/carers have come to expect from Playgroup. This year Emma took on the full-time role of Assistant Supervisor doing a fantastic job of caring for the children and supporting June with work outside of the ratio in Playgroup for example committee meetings and event organisation.
- This year we hired one new member of staff, Laura, who was Level 2 qualified. As Laura came from bank staff it left us a bit exposed but we were able to secure one additional bank staff member to give us flexibility in cover.
- As previously highlighted, we have covered an increase in wages in line with national living wage requirements once again this year and a small uplift for

managerial staff. This will need to be looked at once again in 2023/24 and Committee will try to ensure that staff are paid and treated fairly in the light of all ongoing challenges

- As in previous years we continue to seek opportunities to develop our team and have budgeted for ongoing training in the setting around working hours and in the agreed Inset Days

Non-staff Expenditure

- Our overall spend on activity that was not linked to Staff was £17, 845, broadly flat year on year. For the vast majority of budget lines there was no significant unexpected spend or big variance to budget. The most significant variance was in Contractor Fees as Maintenance was £913 up on budget due to some one-off fixes required fixtures and fitting within the setting.

Conclusion

- Net profit of £11,693 for 22/23 puts the Playgroup in a strong financial position. This is achieved in the context of a challenging economic climate at a macro level and some maintenance and staffing issues at a local level. The Management team work hard with the Committee to take a holistic view to spending to ensure we achieve the right balance of prudent cash control and maintaining the high level of care and service we are proud to deliver
- The Committee commit to continued reviews of staff resource not just in headcount but in wages and development to ensure we remain an attractive local employer and invest in our people to retain them for the long-term benefit of children in our care
- The budget for FY 2023/24 is agreed and in place and is currently tracking broadly in with expectation. There will be continued investment in building maintenance to make sure we provide safe and comfortable surroundings for children and staff but spend will be closely scrutinised by the Committee, with an eye on the cash reserve to ensure increased spending is sustainable and doesn't risk the long term financial viability of the Playgroup

Radcliffe on Trent Pre-School Playgroup

Profit and Loss

1 September, 2022 - 31 August, 2023

| | <u>Total</u> |
|----------------------------------|----------------|
| Income | |
| Grants | £500.00 |
| | £2,574. |
| Total Fundraising | 84 |
| NCC Government | £97,734. |
| Funding | 88 |
| | £25,263 |
| Total Parent Fees | .87 |
| | £125,61 |
| Total Non-Profit Income | 0.59 |
| | £128,34 |
| Total Income | 8.91 |
| | £128,34 |
| Gross Profit | 8.91 |
| Expenses | |
| Total Activities & | £1,755. |
| Materialss | 07 |
| Administration | £389.45 |
| Administration | £163.88 |
| IT Purchases | £647.99 |
| IT Repairs/Support | £50.00 |
| Website | £20.40 |
| Total IT Repairs/Support | £70.40 |
| Mobile Phones | £211.75 |
| Print Copies | £195.79 |
| Printer Quarterly Rental | £551.06 |
| Shredding | £30.00 |
| | £2,260. |
| Total Administration | 32 |
| Total Advertising | £29.27 |
| | £4,032. |
| Total Annual Fixed Costs | 84 |
| Building | |
| Repairs/Maintenance | £717.26 |
| Children's Equipment | £98.64 |
| Children's T shirts | £95.80 |
| | £3,010. |
| Total Contractor Fees | 18 |
| Equipment Purchases & | £1,546.7 |
| Repairs | 9 |
| | £3,965.1 |
| Food & Household | 0 |
| | £1,013.3 |
| Fundraising Spending | 7 |
| Grant Expenditure | £361.08 |
| Gifts | £22.00 |
| Total Other Expenditures | £22.00 |
| Purchases | £642.70 |
| Referred or Refunded | |
| Fees | £59.75 |
| | £5,290. |
| Total Services | 29 |
| | £91,743 |
| Total Staff | .85 |
| Sundries | £2.07 |
| Uncategorised Expense | £8.99 |

THIS.YR

Radcliffe on Trent Pre-School Playgroup

Profit and Loss

1 September, 2022 - 31 August, 2023

| | <u>Total</u> |
|-----------------------------------------------|---------------------|
| Income | |
| Grants | 500.00 |
| Non-Profit Income | |
| Donations | 3.00 |
| Fundraising | 1,159.76 |
| Eco Partyware Hire | 70.00 |
| Fireworks Fiesta | 230.00 |
| Ladies Night | 1,065.08 |
| Stikins Commission | 50.00 |
| Total Fundraising | £ 2,574.84 |
| Miscellaneous (deleted) | 34.00 |
| NCC Government Funding | 97,734.88 |
| Parent Fees | 150.00 |
| Services | 25,113.87 |
| Total Parent Fees | £ 25,263.87 |
| Total Non-Profit Income | £ 125,610.59 |
| Refunds | 2,212.83 |
| Unapplied Cash Payment Income | 25.49 |
| Total Income | £ 128,348.91 |
| Gross Profit | £ 128,348.91 |
| Expenses | |
| Activities & Materials | 849.19 |
| DAF and EYPP Expenditure | 905.88 |
| Total Activities & Materials | £ 1,755.07 |
| Administration | 389.45 |
| Administration | 163.88 |
| IT Purchases | 647.99 |
| IT Repairs/Support | 50.00 |
| Website | 20.40 |
| Total IT Repairs/Support | £ 70.40 |
| Mobile Phones | 211.75 |
| Print Copies | 195.79 |
| Printer Quarterly Rental | 551.06 |
| Shredding | 30.00 |
| Total Administration | £ 2,260.32 |
| Advertising | |
| Promotional Materials and Advertising Costs | 29.27 |
| Total Advertising | £ 29.27 |
| Annual Fixed Costs | 401.79 |
| ICO | 35.00 |
| Payroll and NEST | 270.00 |
| PPLPRS Music License | 118.39 |
| Public Liability Insurance inc EYA membership | 2,965.26 |
| Quickbooks Subscription | 72.00 |
| Tapestry | 170.40 |

| | | |
|------------------------------------|----------|-------------------|
| Total Annual Fixed Costs | £ | 4,032.84 |
| Building Repairs/Maintenance | | 717.26 |
| Children's Equipment | | 98.64 |
| Children's T shirts | | 95.80 |
| Contractor Fees | | 382.80 |
| Air Conditioning | | 187.20 |
| Building Maintenance and Equipment | | 1,884.58 |
| Fire Equipment Checks | | 133.80 |
| Grass Cutting | | 33.00 |
| Legionella | | 270.00 |
| PAT Testing | | 118.80 |
| Total Contractor Fees | £ | 3,010.18 |
| Equipment Purchases & Repairs | | 1,546.79 |
| Food & Household | | 3,965.10 |
| Fundraising Spending | | 1,013.37 |
| Grant Expenditure | | 361.08 |
| Other Expenditures | | |
| Gifts | | 22.00 |
| Total Other Expenditures | £ | 22.00 |
| Purchases | | 642.70 |
| Referred or Refunded Fees | | 59.75 |
| Services | | 1,809.52 |
| Bin Collection | | 736.99 |
| Gas & Electricity | | 2,169.29 |
| Landline and Internet | | 574.49 |
| Total Services | £ | 5,290.29 |
| Staff | | 1,912.34 |
| DBS & Update Service | | 504.27 |
| DWP | | 43.71 |
| Pension Payment | | 3,083.40 |
| Tax & NI | | 4,850.16 |
| Training | | 252.10 |
| Uniform | | 44.01 |
| Wages (including Tax & NI) | | 81,053.86 |
| Total Staff | £ | 91,743.85 |
| Sundries | | 2.07 |
| Uncategorised Expense | | 8.99 |
| Total Expenses | £ | 116,655.37 |
| Net Operating Income | £ | 11,693.54 |
| Net Income | £ | 11,693.54 |
| | | |
| Bank Balance at 1 September 2022 | | £65,931.21 |
| Bank Balance at 31 August 2023 | | £77,624.75 |
| | | |
| TOTAL NET PROFIT | | £11,693.54 |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name: RADCLIFFE ON TRENT PRE-SCHOOL PLAYGROUP

On accounts for the year ended

31st AUGUST 2023 Charity no (if any)

Set out on pages

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 31st August 2023.

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: [Signature]

Date: 1/10/23

Name: SIMON DRAYCON

Relevant professional qualification(s) or body

FCCA

(if any):

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

Address:

| |
|--------------------|
| 110 BINGHAM ROAD |
| RADCLIFFE ON TRENT |
| NG12 2GT |

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.

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

RADCLIFFE-ON-TRENT PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1041665

Accounts

Treasurer's Report September 2021-August 2022 (Academic Year 2021/22)

This report is the first that aligns Playgroup's financial year with the academic year. This has worked well and has enabled clarity in planning. The period has been one of stability for the Playgroup setting. We have remained able to respond flexibly to the requirements of the community with our slimmed-down staffing model and have once again built up our financial reserves throughout the year such that we had £65,931 in the bank at the end of this period. This is a healthy position, taking us back to the level of reserves held before the reduction suffered in Financial Year 19/20. Our bank balance remains commensurate with our reserves policy that we should hold between three and six months' operating expenses.

Income

- Income for the period totalled £103,600 which is in broadly line with that from the previous financial period. We had set our budget at significantly lower than this number (£91,000) but managed to achieve the higher level due to higher than anticipated attendance in the Spring and Summer terms which resulted in increased funding from both NCC and parents. Additionally our fundraising endeavours were successful once again this year – see below.
- The hourly fee payable by parents for unfunded hours remained at £4.95 for the second year running. The Committee has now taken the decision to increase this to £5.25 from September 2022. In taking this decision the Committee gave consideration to the overall public benefit provided – setting the services that Playgroup offers against the ability of parents/carers to pay for those services. This also remains in line with other local providers. This small increase will help to ensure that Playgroup is able to support required wage increases, including the recent change to minimum wage, going forward.
- Funding from NCC increased this year which has helped Playgroup to cover the rising costs in running the setting and some of the increases to our wage bill. At the end of the last reporting period hourly funding for 3 and 4 year-olds was £4.31, from April 2022 this increased to £4.48 with a further increase being agreed recently taking the rate to £4.53 – this is also being backdated by NCC to April 2022. Some of these increases were received from NCC during the Summer term which contributed to the setting having a greater than forecasted income. Similarly funding for those 2 year-olds entitled to it was £5.39 in 2021 and increased to £5.60 in April 2022.
- We have continued to take a pragmatic approach to our wraparound care. As reported last year, standard afternoon sessions now finish at 4pm which gives many parents/carers the hours they require. On days when sessions are required to 5pm or where breakfast club is requested, we have continued to offer this as long as it is financially viable. At the end of the reporting period breakfast club ran Tuesday-Thursday offering start times of either 8am or 8.30am and this was utilised by up to 6 children daily. After-school club ran on a Tuesday and Thursday during this period and was attended by between 2 and 4 children. Our approach has worked well for the playgroup community and is kept under close review.

Fundraising

- We had been very cautious in our budgeting for income achieved by fundraising in case Covid prevented the events upon which we rely. However we were delighted to run a successful Ladies' Night in 2021 which raised well over £1,000. We also participated in community events

such as the Radcliffe Fireworks Fiesta, the carnival and the local community café. These events raise the profile of Playgroup as well as raising funds and contribute to the local community spirit too. Alongside ongoing fundraising such as the eco party kit hire and stikins label sales we managed to raise over £2,000 this year.

- There have been no separate grants or donations this year but we have made further purchases with the funds received in the previous financial year adding to our arts and crafts and outdoor play equipment.

Expenditure

- Expenditure has remained in line with the reduced level we achieved in the last reporting period. Our expenses for the year were £93,492. We have continued to have tight controls on spending across the board and are operating a lean set-up to ensure that we remain financially viable. Having achieved another increase in our reserves this year however we hope to be able to be in the position to spend a little more, particularly on staffing, in the next financial/academic year.

Staff Expenditure

- The staff and leadership team at Playgroup remain our biggest asset. This year has embedded the streamlined shift patterns and working hours previously implemented that ensure we are operating in a lean and economical fashion whilst always maintaining the care and attention that children and parents/carers have come to expect from Playgroup. Lesley, one of our assistant supervisors, left Playgroup in July 2022. We were sad to see her go and very grateful for her contribution over the years. Emma will take on the full-time role of Assistant Supervisor going forward and permanent staffing requirements in Lesley's absence will be kept under review. Our supervisor June continues to spend more of her time in ratio in Playgroup than in previous years, fitting her managerial workload around that; we remain very grateful for June's flexibility in this regard.
- Staffing was tight towards the end of the Summer term. Despite having some funds available it was difficult to significantly increase staffing within the constraints of the permanent team available to us. Plans are now in place to ensure that we have more staff available through our 'bank' to allow us to staff the setting appropriately as attendance grows and/or in the case of staff absence. Nevertheless we remain mindful that there may be a need to cautiously increase the permanent team in the next academic year.
- Our staffing expenditure remained in line with that achieved last year and we spent £76,280 (including pension, tax, NI and training). We also successfully incorporated an increase in wages in line with national living wage requirements once again this year and a small uplift for managerial staff. This will need to be looked at once again in 2023 and Committee will try to ensure that staff are paid and treated fairly in the light of all ongoing challenges.
- We remain committed to training our team to a high standard and have budgeted for ongoing training in the setting around working hours and in the agreed Inset Days. This approach worked well for us in the current reporting period.

Non-staff Expenditure

- Non-staff expenditure has remained well controlled this year. Our overall spend was £17,212 which is a slight increase on the previous period but remains in line with our agreed approach. The attached report on financial activity is largely self-explanatory and covers on-going running costs in the vast majority of cases; there have been no significant individual items of expenditure. For clarity:
 - Activities and materials - £250 of this expenditure was funded by the money raised for Playgroup at the Community Café
 - Annual fixed costs include items such as licences for our financial system (Quickbooks), Tapestry, Ofsted registration etc
 - Children's Equipment – this expenditure was funded by the Co-Op Grant awarded previously. We have plans to complete the expenditure under this grant with the purchase of indoor storage cupboards in the next reporting period.
 - Contractor Fees include expenditure on items such as fire equipment checks, legionella testing, PAT testing, grass cutting etc

Conclusion and Future Planning

- The Playgroup setting is in a good financial position and it is our intention to maintain the stability we have achieved over the next academic year. Having increased our reserves over the last two reporting periods we are now in a position to allocate slightly more spending to staffing over the coming year. This is likely to take the shape of extra staffing at pinch points in the first instance. We need to retain the overall staffing model that we have implemented to keep Playgroup viable and able to respond to the ebbs and flows in attendance figures that we continue to see. However where necessary next year's Committee may wish to support some increase in staff numbers in some sessions to ensure that Playgroup remains a great place to work for all of our team and that we are able to offer the best possible experience to children and parents/carers.
- The budget for FY 2022/23 is in place and the first term has gone broadly according to plan. As usual, our intention in setting the budget is to break-even. If additional spend is required it should be no greater than the additional reserves built up during this reporting period and we must be mindful of the sustainability of increased spending. The Committee intends to continue to support Playgroup with fundraising activities in the coming period and, at the time of writing this report (December 2022), it is pleasing to note that both Ladies' Night and the Fireworks event have gone ahead with great success.

| Financial Activities | |
|------------------------------------------|--------------------|
| 1 September 2021 - 31 August 2022 | |
| Bank balance as at 1 September 2021 | £55,823.30 |
| Income | |
| HMRC SSP grant | 211.97 |
| Fundraising | 2,731.51 |
| NCC Government Funding | 82,724.48 |
| Parent Fees | 17,900.25 |
| Refunds | 32.00 |
| Total Income | £103,600.21 |
| Expenses | |
| Activities & Materials | 708.95 |
| Administration | 1,242.81 |
| Advertising | 84.00 |
| Annual Fixed Costs | 860.31 |
| Building Repairs/Maintenance | 379.23 |
| Children's Equipment | 527.89 |
| Children's T shirts | 268.24 |
| Contractor Fees | 858.84 |
| DBS & Update Service | 85.89 |
| Equipment Purchases & Repairs | 121.96 |
| Food & Household | 2,663.08 |
| Fundraising Spending | 702.86 |
| Insurance | 1,820.46 |
| Utilities | 6,887.50 |
| Staff | |
| Pension Payment | 2,121.28 |
| Tax & NI | 3,505.72 |
| Wages | 70,623.28 |
| Sundries | 30.00 |
| Total Expenses | £93,492.30 |
| Net Profit/Deficit | £10,107.91 |
| Bank balance as at 31 August 2022 | £65,931.21 |

Radcliffe on Trent Pre-School Playgroup
Financial Activities
1 September 2021 - 31 August 2022

Bank balance as at 1 September 2021 £55,823.30

Income

| | | |
|------------------------|----------|-------------------|
| HMRC SSP grant | | 211.97 |
| Fundraising | | 2,731.51 |
| NCC Government Funding | | 82,724.48 |
| Parent Fees | | 17,900.25 |
| Refunds | | 32.00 |
| Total Income | £ | 103,600.21 |

Expenses

| | | |
|-------------------------------|----------|------------------|
| Activities & Materials | | 708.95 |
| Administration | | 1,242.81 |
| Advertising | | 84.00 |
| Annual Fixed Costs | | 860.31 |
| Building Repairs/Maintenance | | 379.23 |
| Children's Equipment | | 527.89 |
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| Contractor Fees | | 858.84 |
| DBS & Update Service | | 85.89 |
| Equipment Purchases & Repairs | | 121.96 |
| Food & Household | | 2,663.08 |
| Fundraising Spending | | 702.86 |
| Insurance | | 1,820.46 |
| Utilities | | 6,887.50 |
| Staff | | |
| Pension Payment | | 2,121.28 |
| Tax & NI | | 3,505.72 |
| Wages | | 70,623.28 |
| Sundries | | 30.00 |
| Total Expenses | £ | 93,492.30 |
| Net Profit/Deficit | £ | 10,107.91 |

Bank balance as at 31 August 2022 £65,931.21



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name: RADCLIFFE ON TRENT PRE-SCHOOL PLAYGROUP

On accounts for the year ended

31ST 30TH AUGUST 2022

Charity no (if any)

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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: [Signature]

Date: 15/11/22

Name: SIMON DRAYCON

Relevant professional qualification(s) or body

ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

(if any):

Address:

110 BINGHAM ROAD
RADCLIFFE ON TRENT
NG12 2GT

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.

NONE NOTED

RADCLIFFE-ON-TRENT PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1041665

Accounts

Treasurer's Report March 2020 – August 2021

This report covers the 18-month period from the beginning of March 2020 to the end of August 2021. We have now aligned our financial year with the academic year (as previously agreed by Playgroup Committee) so future reports will cover the period from the beginning of September to the end of August. This will allow for clearer reporting and the ability to plan financially for a full academic year rather than the financial year finishing partway through a term as it has in the past.

The whole period of this report was impacted by the COVID19 pandemic to some degree. The setting has responded very well to every challenge set. We have managed to provide an almost continuous service, looking after key worker children whenever needed throughout lock down. Playgroup remains an integral part of the community and has consolidated this position even further during this period. Local Authority funding continued during lockdown which enabled us to retain a viable economic position. The setting was staffed appropriately and flexibly throughout and the slimmed-down, more agile approach to staffing that we'd implemented in the previous period stood us in good stead this year. We utilised the Government's Furlough Scheme when appropriate but had altered our staffing arrangements sufficiently to no longer require this by September 2020.

We have retained a very cautious approach financially during this period. Uncertainty regarding income and the ability to remain open in the face of any COVID outbreak locally required this. By the end of the period we had managed to increase our reserves by almost £8,000 to ensure we had an appropriate buffer in place to manage this very high level of uncertainty. The operational uncertainty still remains to a certain degree and we believe it is appropriate to have this amount in the bank should we need to respond to unforeseen events in the current climate. In cash terms the increase to report is actually higher at just over £13,000, however £3,500 of this is either ring-fenced or accrued spend that has not yet been billed. Additionally £1,750 has been allocated to staff spend in the early part of the next period in recognition of the fact that consistent staffing levels are required at the beginning of the year despite the usual dip in attendance figures.

Our overall bank balance is currently £55,823.30 which remains commensurate with our reserves policy that we should hold between three and six months' operating expenses and leaves us in a slightly healthier position than we were at the time of the last AGM; our sincere thanks go to the whole staff team for pulling together to enable us to weather this storm and to our Committee and supporters for their generosity with time and donations.

Income

- Income for the 18-month period totalled £151,593.79. This represents an 18% overall reduction on last year's income (comparing monthly average as this report covers 18 months rather than the usual 12).
- Clearly the situation in which Playgroup has been operating this year is very different to previous years. We have relied on Local Authority funding bolstered by Government Grants from the Coronavirus Job Retention Scheme (Furlough) and Statutory Sick Pay arrangements when required. Taken as a whole, this publicly-funded income has remained similar to LA funding in the previous period. Income from parent fees has continued to drop from £40,282.89 in 2019/20 to only £34,998.21 for the whole of this 18-month period; a high percentage of our children's hours are local authority funded. This leaves us largely reliant on the fixed hourly rate payable by the LA (as opposed to the rate that we can set ourselves for non-funded children).

Nevertheless we have managed to match our expenditure to income during this period and maximised attendance where appropriate within the COVID operating rules (such as through advertising and the use of ad hoc sessions).

- The number of children in setting has remained at the relatively low level of around 13 children per session – similar to that of September 2019. Our staffing model has been altered to reflect this and the team have responded excellently to new ways of working to support the smaller setting that we have steadily become. Having an overall smaller cohort of children has worked well during pandemic restrictions and enabled the team to implement the required ‘bubble’ arrangements to extremely good effect. We invested in an indoor fence at the beginning of the pandemic with the intention of offering sessions to 18-month olds. This has not yet been appropriate in current circumstances but the equipment has been very useful in keeping our bubbles separate and ensuring all groups of children have safe access to equipment for their needs.
- As noted informally at the last AGM, we have also made changes to our operation to ensure that the setting is as economically viable as possible whilst continuing to offer good value for money to parents. For example, we have reduced our out-of-school offering to 3 days a week from 8am to 5pm as this was operating at a loss and parents’ needs could be met with the reduced offering. Similarly parents have welcomed the change to our standard afternoon sessions so that they now finish at 4pm. This ensured that children attending on an afternoon had the same amount of time and opportunity for playing and learning as those attending a morning, helped parents who required a slightly longer session and made afternoon sessions more financially viable.
- We were pleased to receive a slight increase in our funding from NCC in the Summer Term 2020. The hourly rate for funded 3 and 4 year-olds increased from £4.17 per hour to £4.35, with funded 2 year-olds increasing from £5.23 to £5.31. The funding for 2 year-olds increased again in 2021 taking the hourly rate to £5.39. Unfortunately, the funding for 3 and 4 year olds reduced slightly to £4.31 at this time (a loss in the temporary increase from 2020 caused this despite a small increase to the long term rate). These small changes are very important to the setting as so many of our children are funded by the Local Authority. Overall the changes have not reflected the increase in the cost of goods and services or indeed the changes to the national living wage over the same time period.
- Playgroup Committee also made the decision to increase the hourly fee payable by parents for unfunded hours. In September 2020 this was raised from £4.70 per hour to £4.95. We believe that this continues to represent very good value to parents/carers. In taking this decision the Committee gave consideration to the overall public benefit provided – setting the services that Playgroup offers against the ability of parents/carers to pay for those services. This also remains in line with other local providers. For completeness it should be noted that no further increase was made in September 2021. Despite the ongoing rising costs of operation it was felt that the charge of £4.95 per hour remained appropriate in the current circumstances.

Grants, Donations and Fundraising

- As noted above, we utilised government grant funding this year to fund a small part of our staff during the period of lockdown. In total receiving £7,221.20. In addition we were awarded a

grant from the Co-Op Local Community Fund in Spring 2020 totalling £2,897 – this is noted against the ‘Donations’ line in the profit and loss report to distinguish this from Government grants this year. This has been used to purchase outdoor storage cupboards and outdoor play and learning equipment which has proven invaluable in this period when the emphasis on outdoor activities and fresh air has been greater than ever. We spent half of this grant during the period of this report and have plans for the rest to further enhance the outdoor setting.

- We were also incredibly grateful to Sandi Macleod for very generously donating the £1,300 proceeds from her lockdown doorstep family portrait project to Playgroup. This significant donation has meant that the children were able to benefit from beautiful art and crafts materials at a time that would otherwise have seen us take a more basic approach. We also purchased a Christmas book for every Playgroup child in 2020 with this money and our lovely twinkly festive lights that have delighted the children and given some festive cheer to the setting. A play castle has also been bought with this money and we have approximately £400 remaining for next year to buy more indoor play equipment when the time is right.
- Our ability to fundraise has been dramatically impacted by the pandemic. During 2020 our usual fundraising streams were largely unavailable with ladies’ night, carnival, afternoon tea, fireworks all unable to go ahead. These events usually raise around £2,500 for Playgroup over a year. Nevertheless the Committee has tried very hard to come up with smaller-scale fundraising ideas and have succeeded in raising over £1,000 in this 18-month period. This came from quizzes, a lovely Easter trail that also helped entertain the children in Radcliffe (prizes kindly donated by Little Acorn Designs and Logo me Up), a sunflower growing competition (prize for the winner once again kindly donated by Doodle Art) and a teddy tombola run by staff and committee at the village safari sale.
- We also received a generous donation of £270 from the Bootcamp group that meets in the village. This was a lovely surprise and very much appreciated during this difficult year.

Expenditure

- Overall expenditure has reduced significantly over this period. In both 2018/19 and 2019/20 our expenditure was around £144,000 but in the **18-month** period to August 2021 it has reduced to £138,520.65. Clearly this was impacted to some extent by the closures and part-closures required during periods of lockdown. However it also reflects a continuation of the tighter controls that we implemented in 2019/20 in order to be more cautious all round with our spending. We remain conscious that may be more challenges ahead but have shaped our approach to ensure that we are in the best position possible to deal with them.

Staff Expenditure

- The staff and leadership team at Playgroup remain our biggest asset. They have responded superbly to the challenges thrown at them over the past 2 years and taken in their stride all required changes to the ways of working. We have streamlined our shift patterns and working hours across the team to ensure that we are operating in a lean and economical fashion whilst always maintaining the care and attention that children and parents/carers have come to expect from Playgroup. In addition the setting has benefitted from our Supervisor, June, spending more

of her time in ratio in Playgroup and fitting her managerial workload around that; we remain very grateful for June's flexibility in this regard.

- As planned in last year's report spend on staffing was reduced this period thanks to the above measures. We spent £115,630.27 on staffing (including pension, tax, NI and training) this year, a reduction of over 30% on the previous period (again, comparing the average monthly spend). This reflects the new staffing model implemented last year which has continued to good effect during this period. We have also successfully incorporated an increase in wages in line with national living wage requirements and associated managerial uplift. The planned increase in this area scheduled for April 2022 does give us some cause for concern in terms of funding. Depending on the approach taken this is likely to have an annual impact of between £2k and £4k which is significant for our overall budget. This issue will be considered again by Committee later in the year.
- As noted above, we have been able to utilise the Government Coronavirus Job Retention Scheme ('furlough') for some of our staff during the lockdown period in 2020 which has enabled us to retain the majority of our valued team. Sadly some roles were made redundant but we were able to make this process largely voluntary and the resulting financial impact has enabled us to remain viable.
- We remain committed to training our team to a high standard. Most recent training has by necessity been online or led by June in-setting. In addition, team members have all renewed their Health and Safety qualifications this year and completed targeted online courses where required. There are plans for whole-team training on the next Inset day in February 2022 and provisions have been made in the budget for this.
- We have purchased new uniform for the Playgroup team this year as the previous uniform was worn and in need of replacement. We obtained a good deal from a local supplier and the whole team have been kitted out for less than £500 which we envisage should last for some time – and looks great.

Non-Staff Expenditure

- Non-staff expenditure has remained well controlled this year. Our overall spend was £22,890.38 for the 18-month period which is a significant reduction on previous years. This includes a number of essential but fairly significant items as follows:
 - Just over £500 was spend on upgrading our air-conditioning/heating units which are now guaranteed for 2 years.
 - The indoor fence required for sectioning off parts of the setting to keep 'bubbles' separate costing £240.
 - Over £600 on various items of PPE for staff (this is reflected in both the 'sundries' and 'food and household' lines in the report depending on the item purchased)
 - Almost £2,300 of spend was funded by the ring-fenced donations from Sandi McLeod and the Co-Operative Grant; without this funding these purchases would not have been made.

- There is some activity noted under 'Referred or Refunded Fees' due to the nature of lockdown periods this year. The relatively low level of this (less than £400) is good news and testament to the flexibility that Playgroup offered parents this year. Spend on utilities (electricity and water) is not insignificant at almost £5,700 for the period but this is broadly in line with previous years. We are keeping this under review and always seek the best deal available for the setting. We had accrued spend this period for our water bill which is sent to us from the Infant School as we share their infrastructure. The bill has now been received and we had accrued sufficient to cover this slightly unknown quantity which is good news.

Conclusion and Future Planning

- As we noted in last year's report, we are living with the reality of reduced numbers of children on roll for the foreseeable future – and therefore the new ways of streamlined working will continue to be important in the next financial year and beyond. However we are ever mindful of the pressures that this may put on the leadership team and staff and the Committee will continue to work closely with the Playgroup Team to ensure that the necessary support is in place. Similarly, as the Covid Pandemic continues we will be there to support the setting to ensure it is able to continue operating and supporting families within whatever guidelines are necessary.
- The budget for FY 2021/22 is in place and is achievable; we should be able to break-even but it once again remains unlikely that this year will put us in a position to re-invest significantly in our sink fund. We hope to be able to reinvigorate our fundraising activities and, at the time of writing this report (December 2021), it is pleasing to note that both Ladies' Night and the Fireworks event have gone ahead with great success.
- We do not have plans for any items of significant expenditure in these uncertain times and hope that we are now entering a period of consolidation following a number of significant changes in recent years (for example, our change of location, the new funding regime, offering extended hours etc etc). Our focus this year will be on our core values and safely providing services to the children, parents and carers in our community. Where we can tweak or supplement this offering (for example by accepting children aged 18 months into our setting) we will do so at the appropriate time. And where working with others is most appropriate (for example by working with the local school for the provision of holiday care) that will be the route we take.

Radcliffe on Trent Pre-School Playgroup

Financial Activities

29 February 2020 - 31 August 2021

| | | |
|-------------------------------------|----------|------------------|
| Bank balance as at 29 February 2020 | | £42,750.16 |
| Income | | |
| Grants | | 7,221.20 |
| Donations | | 4,490.77 |
| Fundraising | | 1,048.80 |
| Miscellaneous | | 0.01 |
| NCC Government Funding | | 103,761.70 |
| Parent Fees | | 34,998.21 |
| Refunds | | 73.10 |
| Total Income | £ | 151,593.79 |
| Expenses | | |
| Activities & Materials | | 1,014.90 |
| Administration | | 2,129.94 |
| Advertising | | 152.88 |
| Annual Fixed Costs | | 3,052.80 |
| Building Repairs/Maintenance | | 564.86 |
| Contractor Fees | | 1,777.92 |
| DBS & Update Service | | 164.10 |
| Equipment Purchases & Repairs | | 1,013.17 |
| Food & Household | | 3,253.43 |
| Grant Spending | | 1,396.82 |
| Insurance | | 1,788.31 |
| Other Expenditures | | 155.00 |
| Purchases (PPE) | | 371.19 |
| Referred or Refunded Fees | | 373.77 |
| Services (Utilities) | | 5,680.19 |
| Staff | | |
| DWP | | 198.56 |
| Pension Payment | | 3,036.15 |
| Tax & NI | | 5,631.53 |
| Training | | 509.75 |
| Uniform | | 459.67 |
| Wages | | 105,794.61 |
| Total Staff | £ | 115,630.27 |
| Uncategorised Expense | | 1.10 |
| Total Expenses | £ | 138,520.65 |
| Net Income/Expenditure | £ | 13,073.14 |

Bank balance as at 31 August 2021 £55,823.30



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Radcliffe on Trent Pre-school Playgroup

**On accounts for the year
ended**

18 month period 29 February 2020 to
31 August 2021

**Charity no
(if any)**

1041665

Set out on pages

3

(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

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed:

Simon Drayton

Date:

30/5/22

Name:

SIMON DRAYTON

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

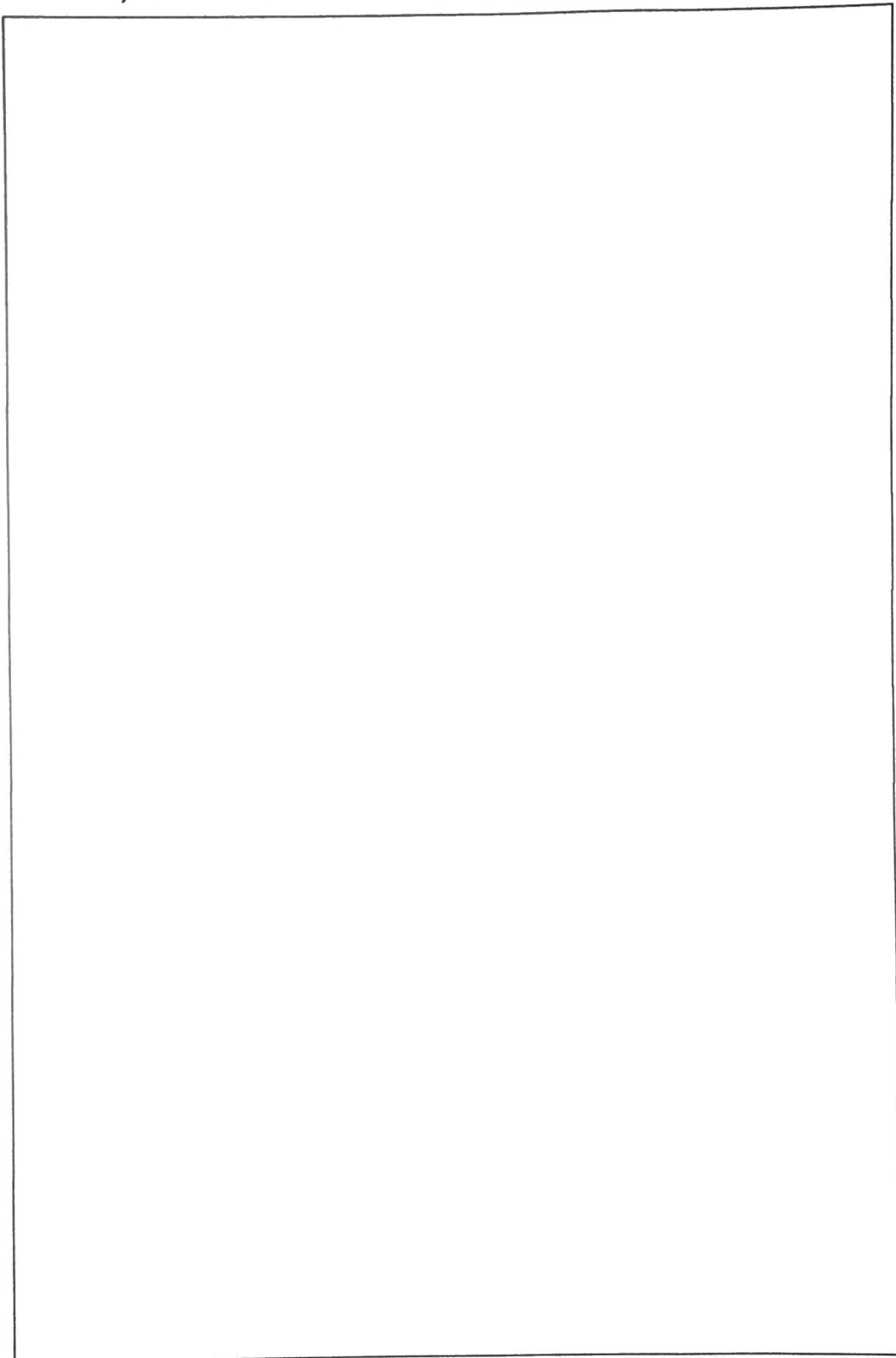
FCCA

Address:

110 BINGHAM ROAD
RADCLIFFE ON TRENT
NG12 2GT

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.



Radcliffe on Trent Pre-School Playgroup Financial Activities

29 February 2020 - 31 August 2021

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