

STANGROUND ST JOHNS PRESCHOOL PLAYGROUP

Charity Commission Registered No: 1045382

ANNUAL REPORT AND ACCOUNTS

For the period ending

31st March 2023

**Stanground St John's Preschool
Trustees' Annual Report
For the year ended 31st March 2023**

The trustees present their report and independently examined financial statements for the year ended 31st March 2023.

Reference and Administrative Details:

Registered Name:	Stanground St John's Playgroup	
Charity No:	1045382	
Operational Address:	Stanground Children's Centre Stanground St John's Primary School Stanground Peterborough PE2 8JG	
Trustees at date of Report:	Chair	Johanna Gretton-Corney
	Treasurer	Victoria Robinson
	Secretary	Emma Yeoman
	Others	Lauren Broughton Jenna Brown Amanda Hunnybun Katrina Hicks Elizabeth Killick Jodie Smith Emma Walklate
Other Trustees who served in the year:	Not Applicable	
Bankers:	TSB Bank Plc	
Independent Examiner:	Mark Bedford 11 Belton Road Stanground Peterborough PE2 8UU	

Structure Governance and Management

The pre-school is a membership organisation governed by the 2011 model constitution issued by the Pre-school Learning Alliance, which was adopted at the Annual General Meeting on 7th October 2011. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Members appoint/confirm committee members at the AGM.

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Objects and Activities

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 the 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.

Public benefit

In setting the objectives and planning the activities of the Pre-school the Committee and employees have carefully considered the Charity Commission's guidance on public benefit.

Achievements and Performance

Stanground St. John's Pre-school continues to be a successful early year's education provider. We are an extremely popular setting offering high quality care and education to children in the local community. We offer an enticing learning environment in which our children thrive. We also provide support to many of our families as well as their children.

We maintained an almost full capacity continually throughout the academic year September 2022 to July 2023. There is a staggered intake for the academic year September 2023 to July 2024 with some children starting in September and the remaining starting in January 2024.

We have re-developed the midwife room into a staff/parent room which provides a cosy and communication friendly space where staff can complete online training and have a break; and parents can meet with staff in a quiet, comfortable. and confidential space.

We have introduced a wonderful growing garden/allotment in the sensory garden where children have planted, cared for and harvested many fruits and vegetables. The children have taken some of the produce home, enjoyed eating some at snack time and even made beetroot brownies.

We have updated and created some new story sacks and themed learning bags that are available to our families to take home and engage in home learning. We are also creating activity bags based on the seven areas of learning that can also be borrowed.

We continue to provide ideas for home learning based on our planned learning experiences, theme and core story. These ideas are shared with parents/carers via email and our facebook page.

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Pre-school has developed a 'Lending Library' where families and visitors to Pre-school are able to freely borrow books from our outdoor library. Pre-school has also enrolled as a volunteer for the literacy champion's project.

Pre-school held a leavers party for our children who left to start Primary School in September. We provided a disco, buffet food and visits from darling princesses as well as some other well-known characters.

We received £125 from a memorial collection for our sadly missed employee, Jill, who passed away in October 2022. £341 was donated by Jill's family from her funeral service. These funds will be used towards Jill's memorial garden.

Stanground St John's Pre-school will continue to be reflective and develop the setting to provide an outstanding and inclusive learning environment. We aim to always offer a high standard of care and education that is affordable to children in the local community.

Reserves policy

Reserves act as a cushion for any loss of income and unforeseen situations. Throughout the year the balances have remained over the reserves level of £66,984. Reserves have been calculated using the full amount needed to settle any redundancy/termination payments. The sum of £2,500 has also been set aside for any repairs needed under the terms of the lease.

Financial Review

The Trustees are required to prepare financial statements which give a true and fair view of the financial position of the Charity. In preparing these financial statements the Trustees are required to make judgements and estimates that are reasonable and prudent. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

As a small charity the statutory reports are prepared on a Receipts and Payments basis. This means the accounts reflect transactions in and out of the bank account. These show a surplus of £20,116 over the financial year-ended March 2023.

The Preschool received £11,449 from Peterborough City Council to support children with additional needs, and parent fees and NEF funding receipts increased by £6,993. The additional funding was used to pay for an additional temporary member of staff.

Staff and premises costs show the greatest increases of £4,208 and £1,320 respectively. Overall, costs have increased by £3,521 (3%) only, due to less being spent on resources. The utilities bill increased by £500 compared to the previous year, which was less than anticipated. The preschool received £615 in donations and £434 for fundraising.

The final closing cash balance for the year was £156,594.

**Stanground St John's Preschool
Trustees' Annual Report
For the year ended 31st March 2023**

This Report has been approved by the Trustees and has been signed on their behalf by:

Signature:

Full Name:

Date:

Johanna Gretton -
Corney

26-01-24

STANGROUND ST JOHNS PRE SCHOOL PLAYGROUP

Registered Charity No: 1045382

RECEIPTS AND PAYMENTS FOR THE FINANCIAL PERIOD ENDING 31ST MARCH 2023

	UNRESTRICTED FUNDS Year Ended 31/03/2023	TOTAL FUNDS Year Ended 31/03/2022
<u>RECEIPTS</u>	£	£
NEF Funding	118,416	114,771
Other Funding	11,980	1,829
Fees	21,416	18,068
Bank Interest	207	279
Other Income	550	147
Grants	0	2,557
Fund Raising and Donations	1,049	2,292
TOTAL RECEIPTS	153,618	139,943
<u>PAYMENTS</u>		
Wages inc Inland Revenue payments	(109,382)	(105,174)
Training Total	(683)	(733)
Other Staff Costs	(366)	(825)
Resources for Children	(3,979)	(3,321)
Resources for Setting	(905)	(2,265)
Resources for Outside Area	(453)	(1,259)
Food and Drink	(922)	(732)
Consumables	(1,404)	(1,775)
Premises	(5,769)	(4,449)
Fees and Subscriptions	(7,247)	(6,259)
Administration	(1,874)	(2,115)
Bank Charges	(74)	(66)
Other Costs	(444)	(997)
Fundraising	0	(11)
TOTAL PAYMENTS	(133,502)	(129,981)
Net of Receipts/(Payments)	20,116	9,962
Balance b/fwd	136,478	126,516
Balance c/fwd	156,594	136,478

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STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST MARCH 2023

	UNRESTRICTED FUNDS AS AT 31/03/2023	TOTAL FUNDS AS AT 31/03/2022
<u>CASH FUNDS</u>	£	
Lloyds TSB Current	120,148	99,983
Lloyds TSB Deposit	36,562	36,355
Petty Cash	89	46
Fees Float	0	0
PayPal	-205	94
Total Cash Funds	156,594	136,478
<u>OTHER ASSETS</u>		
PCC	Note 2 26,351	0
Credit Notes	70	0
	26,421	0
<u>LIABILITIES</u>		
Independent Examination	140	140
PAYE/NI Contributions	0	153
Pension Contributions	341	288
Unpaid Invoices	467	666
	948	1,247

I approve the Receipts and Payments Accounts set out on page 1 and above and confirm that all relevant records and information has been made available for their preparation.

Signed on behalf of the Trustees:

.....
Signature

..... Vicki Robinson
Name

NOTES

1. The trustees have not received remuneration or reimbursements during the accounting period.
2. Interim NEF Funding Summer 23 Term, received in 2022-23 accounts.

This independent examiners report relates to the accounts of
STANGROUND ST JOHN'S PRE SCHOOL PLAYGROUP
Charity Commission Registered No: 1045382

Accounts are prepared for the year ended 31st March 2023

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

Or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

M. Bedford

Date

27/11/23

Mark Bedford
MJB Financial Services
11 Belton Road
Stanground
Peterborough
PE2 8UU