

Stepping Stones Playgroup (Dursley)

Registered Charity Number 1054233

Accounts for the Period September 2019 - August 2020

Account Balances at start of period

	2020		2019
	£	£	£
Lloyds *2724		1,957.50	6,710.16
Loan K Redmond		1,851.07	1,851.07
Petty Cash		44.33	121.67
Lloyds *5204		<u>6,303.63</u>	<u>6,300.50</u>
Total		10,156.53	14,983.40

Income

Child Fees	4,992.92		11,265.25
Nursery Grant	72,544.03		56,074.10
Other Grants	10,200.00		250.00
Events			
Photographers comm			
Sweatshirts	113.00		257.50
Spring fair			
Xmas Bazaar	233.50		120.40
Puxton Park			
Noah's Ark Zoo Farm	-		782.00
Slimbridge Trip			110.00
refund KB Coaches	140.00		
Unknown	10.00		
Interest	2.38		3.13
Donation CAF	1,446.00		561.96
Donation - relative	<u>165.00</u>		
Total		89,846.83	<u>69,424.34</u>

Expenditure

Wages	59,932.60		54,284.74
HMRC (PAYE/NI)	1,535.72		3,809.50
Nest Pension	1,910.91		1,295.12
Premises	5,692.98		4,774.27
Memberships	421.08		260.10
Insurance	474.46		464.46
Refreshments	471.53		613.09
Fundraising	-		-
Puxton Park			
Noah's Ark Zoo Farm	-		880
Zoolab	-		154.80
Slimbridge Trip	-		461.78
Course Fees	823.48		625.00
Admin	3,235.39		2,533.83
Equipment/Consumables	1,870.48		2,917.31
Xmas/Leaving Presents	785.03		781.46
Other Expenses	<u>10,065.94</u>		<u>395.75</u>
Total		87,219.60	74,251.21

Income - Expenditure

	2,627.23	- 4,826.87
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Balance after Income - Expenditure

	12,783.76	<u>10,156.53</u>
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Account Balances at end of period

Lloyds *2724	6,715.11	1,957.50
Loan - K Redmond	1,601.07	1,851.07
Petty Cash	39.67	44.33
Lloyds *5204	<u>4,427.91</u>	<u>6,303.63</u>
	12,783.76	<u>10,156.53</u>

INCOME	SEPT 19	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG 20	TOTAL
CHILD FEES	313	925.42	963	820	710	825	351	40.5	45				
NURSERY GRANT	21290.27	3473		1111.18		20802.53	443.41	22288.8	9.82	2468.71		656.31	
REFUNDS	205.68	140.02											
OTHER GRANTS			10200		50								
P.A.F													
OTHER INCOME		113		10	45	72							
TRANSFER FROM FUND ACCOUNT	6291.33	413.99	565	466.44	2944.72	421.12	120		50	12.72	100	100	
TODDLERS													
TOTAL (A)	28100.28	5065.43	11728	2407.62	3749.72	22120.65	914.41	22329.3	104.82	2481.43	100	756.31	
EXPENDITURE													
WAGES	4772.43	5717.04	4853.38	5175.41	4723.18	4933.9	5044.32	4743.02	5017.03	4984.43	4984.03	4984.43	
PREMISES	207.7	199.4	216	174.5	182.8	174.5	232.6	50	50	62.99	50	50	
MEMBERSHIPS/SUBS													
INSURANCE								474.46					
PENSION(NEST)	156.13	166.16	137.27	156.7	178.42	156.65	166.8	155.5	152.93	161.45	161.45	161.45	
FUNDRAISING													
COURSE FEES													
ADMIN	397.26	877.67	922.64	83.93	526.18	196.18	1126.18	122.38	126.75	167.38	196.74	109.07	
EQUIPMENT/CONSUMABLES	130.34	287.4	427.18	114.9	250.6	83.04	169.01			12.72	72.92	17.99	
INLAND REVENUE	387.72	426.48						115.36	289.07	2.61	157.04	157.44	
XMAS /LEAVERS PRESENTS			162.93							195.6	123.6		
OTHER EXPENSES	1420.59	794.93	10365	766.54	1164.94	521.12	134.98				27.49		
transfer to fundraising account	5000		500			2000							
TOTAL(B)	12472.17	8469.08	17584.4	6471.98	7026.12	8065.39	6873.89	5660.72	5635.78	5587.18	5773.27	5480.38	
OPENING BALANCE	1957.5	17585.61	14181.96	8325.56	4261.2	984.8	15040.06	9080.58	25749.16	20218.2	17112.45	11439.18	
INCOME-EXPENDITURE (A-B)	15628.11	-3403.65	-5856.4	-4064.36	-3276.4	14055.26	-5959.48	16668.58	-5530.96	-3105.75	-5673.27	-4724.07	
BALANCE TO FORWARD	17385.61	14181.96	8325.56	4261.2	984.8	15040.06	9080.58	25749.16	20218.2	17112.45	11439.18	6715.11	

Sept 2019
Treasurers Account Aug 2020

INCOME	SEPT 19	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG 20	TOTAL
EVENTS				233.5									
OTHER				1246		200							
DONATIONS				165									
INTEREST	0.27	0.22	0.21	0.19	0.24	0.18	0.17	0.19	0.19	0.18	0.18	0.16	
TRANSFER FROM TREASURERS ACCOUNT	5000		500			2000							
TOTAL (A)	5000.27	0.22	500.21	1644.69	0.24	2200.18	0.17	0.19	0.19	0.18	0.18	0.16	
EXPENDITURE													
TRANSFER TO TREASURERS ACCOUNT	6291.33	413.99	565	466.44	2944.72	421.12	120	0	0	0			
TOTAL(B)	6291.33	413.99	565	466.44	2944.72	421.22	120	0	0	0			
OPENING BALANCE	6303.63	5012.57	4598.8	4534.01	5712.26	2767.78	4546.84	4427.01	4427.2	4427.39	4427.57	4427.75	
INCOME-EXPENDITURE(A-B)	-1291.06	-413.77	-64.79	1178.25	-2944.48	1779.06	-119.83	0.19	0.19	0.18	0.18	0.16	
BALANCE TO FORWARD	5012.57	4598.8	4534.01	5712.26	2767.78	4546.84	4427.01	4427.2	4427.39	4427.57	4427.75	4427.91	

INSTANT ACCESS ACCOUNT.

Stepping Stones Preschool AGM
Tuesday 8th September 2020

Present - Kath, Laura Frayne, Rebecca Davis, Sarah Rudge, Barry, Rose, Liz, Kit Frere,
Gemma Ind, Nona

Apologies - Chris, Allison, Paula, Sam Mathews, Helen Whale

Agenda - Managers Report

Chairs Report

Tresures Report

Information on what the committee is and what they do

Questions from anyone

Appointing new committee

Laura Welcomed everyone to the AGM, explained it was a bit different this year due to Covid restrictions so the meeting was held online over Zoom.

Managers Report (insert)

Chairs report

Laura explained it will be brief as the setting was only open half the year. In the lead up to lockdown the committee had begun organising the Spring fair, but due to lockdown this was all cancelled. Laura, Kath and Allison had been in contact throughout lockdown making decisions about reopening. Allison has worked really hard on going through the current guidance and compiling risk assessments and procedures for reopening. These have been really well implemented by all the staff and the children attending the setting are all settling back in really well. The AGM was brought forward a little this year to ensure a new committee was in place during these unprecedented times.

Treasurer's Report

No Treasurer present.

Liz was able to give figures, opening balance last AGM on the main account was £1957.05 this year the bank is looking much healthier and the balance is £6715.11. In our fund raising account, last years balance was £6303.63 which has gone down due to the work on the magic garden, to this years balance of £4427.91.

Kath and Laura went through what the committee does for Nona who is a new parent. Laura explained to the committee that Kit would like to join the committee but on the advice of PATA needed to explain to everyone that as Kit and Laura are a couple, his joining the committee could be rejected should the committee be uncomfortable with a power couple. Everyone agreed that they were happy for kit to join the committee.

No questions from parents.

Committee roles

8th Sept. 2020.

Chair - Laura Frayne

Chris stepped down as treasurer (emailed resignation)
Kit appointed new treasurer - first by Laura, seconded by Gemma
Chloe stepped down as secretary (not present at meeting)

Helen Whale stepped down as general committee member

Nona Joined as general committee member - first by Laura, seconded by Gemma

Sarah stayed as general committee member

Gemma stayed as general committee member

Sam stayed as general committee member (Not present at meeting as couldn't access zoom)

Role of secretary remains unfilled.

Staff present were asked if they would like to join the committee - it was explained that they were able to join but unable to be involved in any discussions and decision making regarding contracts and pay etc where there is a conflict of interests.

Rose joined as a general committee member first by Laura, seconded by Gemma

Barry Joined as a general committee member first by Laura, seconded by Gemma

Liz joined as a general committee member. first by Laura, seconded by Gemma

AOB

Gemma expressed her thanks to the staff for their efforts during lockdown, delivering the mothers days gifts and the leavers gifts for the preschool children moving onto school. Also to Barry for his stories, this was echoed by everyone else.

Kath explained that she was leaving the setting on the 18th September for a new role at GL11. Laura explained that the committee will have some work to do in recruiting a new manager, however Laure had already got the ball rolling with advice from PATA and the chair and secretary from Kings Stanley playgroup (also a PATA setting) as they had recruited an entire new staff team last academic year.

Laura thanked everyone for joining the AGM and set a date for the first committee meeting as Tuesday 15th September 2020 at 7.30pm over zoom. All attending agreed for Laura to be given their email addresses to be sent the link to the next meeting.