

ST MARYS PLAYGROUP CHARLTON KINGS

Charity Number – 1055267

CHARITY TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st MAY 2021

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Index

Treasurer's/Chair/Trustees' reports	Page 1 – 3
Independent Examiner's Report	Page 4
Statement of Financial Activities	Page 5

**ST MARY'S PLAYGROUP, Brotherhood Hall, Lyefield Road East, Charlton
Kings GL53 8AU - Charity No: 1055267**

CHAIRPERSON'S REPORT – 2020 – 2021

Chairperson: Sophie Constantine
Treasurer: Jenny Bicknell
Secretary: Hannah Jones

The following Trustees were appointed after the year end:

Chairperson: Raymond Dowling (15 December 2020)

The Trust is governed by a constitution adopted on 24 November 1995. New Trustees are appointed by the Trustees who currently hold office.

The main aim of this playgroup is to provide a childcare provision where children can learn and be nurtured in a safe environment. All monies fundraised are reinvested into the playgroup for the children's benefit.

Coming through the first lockdown playgroup opened on the 8th of June. Numbers were low with several children deciding to stay at home while we specified that a child could only attend one setting during this time.

Anna did not come back after her maternity leave so Paula took up the extra hours on an adhoc basis. Employing someone in the middle of a pandemic was something that we thought was best left for now.

We were looking at an hourly rate increase after Easter but decided to postpone this until September 2020. The raise was going to be a big jump as we had realised that our competitors around the village were way ahead of us. We currently were charging £4.30 per hour while the rest of the early years settings were £5.00 per hour.

From June through to July, the end of term, we concentrated on keeping the hall as clean as possible, constantly changing our routines to make sure hand washing and wiping down was at a premium. All our normal routines were put aside to deal with keeping everyone safe from Covid.

At the end of the summer term, Chay left and joined a bigger nursery that opened all year round and had children from babies through to pre-school.

We headed back in September 2020 with healthy numbers but Covid still with us. Clare Roadknight came back to join us after a break away with her family and slotted back into playgroup nicely. January 2021 was another lockdown, but Early Years were to remain open. Again playgroup kept up the strict cleaning routine and we managed to keep everyone safe.

The staff all took part in their mandatory first aid training in the new year, Paula decided that she would embark on her Level 3 training to be officially qualified to work with the children and is due to finish this course in May 2022

Sally invested in some new toys. Enriching the 'home corner' with wooden tea sets, coffee shop items as well as a lovely new wicker sofa and two chairs for the 'book corner'. There are plans to add to the outside over the summer holidays with a pergola and a mud sink to go in our kitchen area.

Overall a generally quiet year due to Covid.

ST MARY'S PLAYGROUP TREASURER'S REPORT - 2020 – 2021

Charity No: 1055267

Opening balance:	£17,461.91	(1/6/20)
Closing balance:	£31,189.20	(31/5/21)

We received funds for the following:

£10,000.00	CBC Grant (Covid)
£2,015.90	GCC Extra Payment for funding

The bonus funding has helped us through the pandemic. Numbers may have been lower due to parents choosing not to send their children to settings, but playgroup has coped well. By not employing another staff member, it has enabled us to keep our staff costs low along with pension payments and PAYE. We have learnt over the past couple of years that keeping the right number of staff in relation to children helps the bank balance. However, our biggest outlay are still salaries.

We upgraded the broadband to fibre and took out a new telephone deal which was cheaper than our original. This saving was about £3.00 per month. The utility contracts were renewed. Gas was renewed for 5yrs, and electricity was renewed for 3yrs. As ever we try and monitor our out goings, keeping them to a minimum.

The annual insurance renewal was quoted at £906.52 from Morton Michel. We have been with this insurer for many years but through the pandemic they had quite a bit of bad reviews from other settings. This renewal quote was over £300.00 more than the previous year, so I contacted Towergate Insurance as they had been mentioned quite a few times in a positive way. Their quote of £749.39 was taken up, same cover but with a good saving.

Not employing another member staff to cover Anna's position had paid off financially along with the credit that we had acquired on our HMRC account from paying maternity pay. This all helped keep costs down through this uncertain time. Without the grant from Cheltenham Borough Council and the extra payment from Gloucestershire County Council we would of struggled.

David Percy our retired accountant that signed off our year end accounts decided to fully retire so we were incredibly lucky to have the offer of Steph and Jack Hayman's help. Both fully qualified accountants, Jack signed off last year's figures and is happy to do the same again this year. Paula to submit all the information to The Charity Commission once this is done.

ST MARYS PLAYGROUP CHARLTON KINGS

Charity Number – 1055267

Independent Examiner's Report to the Trustees of St Marys Playgroup Charlton Kings

I report to the trustees on my examination of the accounts of the above Charity ("the Trust") for the period ended 31 May 2021.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.



Jack Hayman ACA

Date

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Statement of Financial Activities

Income & Expenditure Account For the year ended 31st May 2020

Income	2021	2020
Fees	34,325.42	12,301.04
Grant Funding	41,851.91	36,157.13
CJRS Grant	126.34	4,537.99
Hall Hire	-	140.00
Fund Raising & Commission	171.00	756.56
Donations	50.00	120.00
Deposit from Savings A/C and Interest	0.17	2.85
Total Income	£76,524.84	£54,013.72
Out Goings		
Staff Costs	52,708.26	48,732.36
Accommodation Costs	4,488.21	7,038.61
Activities	803.18	1,444.51
Equipment & Stationery	2,347.02	2,393.05
Consumables	1,529.37	691.46
Subscriptions	252.44	267.96
Bookkeeping	50.00	50.00
Training	300.00	1,182.66
Entertainment/Gifts	400.00	163.10
Total Out Goings	£62,878.48	£61,963.71
Bank account balances at start of year	18,281.95	26,231.94
Total income less out goings	13,646.36	- 7,949.99
Bank account balance at end of year	£31,928.31	£18,281.95
Made up of		
Bank Current account	31,189.20	17,461.91
Bank Deposit account	708.59	708.42
Petty Cash	30.52	111.62
	£31,928.31	£18,281.95

All of the funds of the Charity are unrestricted and are raised with the express intention of providing the playgroup with funding for the benefit of the children.