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Sutton St. James Pre-School Playgroup

**Annual Report and Accounts
For the Year Ended 31 August 2021
Registered charity number 1076912**

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP **OFFICIALS AND ADDRESSES** **FOR THE YEAR ENDED 31 AUGUST 2021**

Trustees

S Horsfield	Chairman, acting Secretary
H Thorpe	Vice Chairperson
S Cooper	Treasurer

C Willows
K Dobney
M Harrison

Charity Address

C/o S Horsfield
Sutton St James Pre-School Playgroup
Bells Drove
Sutton St James
Spalding
Lincolnshire
PE12 0JG

Independent Examiner

Peter R Wright (FCCA)
Bulley Davey
1 - 4 London Road
Spalding
Lincolnshire
PE11 2TA

Bankers

Barclays Bank Plc
8 High Street
Holbeach
Lincolnshire
PE12 7DX

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP **TRUSTEES' ANNUAL REPORT** **FOR THE YEAR ENDED 31 AUGUST 2021**

Officers and addresses

Details of the charity's current serving officers, principal advisors and addresses are listed on page 1.

Governing document

The pre-school is a member of the Pre-school Learning Alliance.

The pre-school is governed by its constitution dated 16 October 1997 which was amended on 10 May 1999 and 21 June 1999. The pre-school was registered with the Charity Commission on 5 August 1999, registered charity number 1076912.

Charity trustees

The Charity is administered by a committee consisting of trustees. The Committee meets at least three times a year and is responsible for ensuring that the pre-school complies with its aims and is properly managed.

Members of the Committee are of two kinds;

- (a) Family members - parents or guardians of all children who attend any group run by the pre-school, each family to have one vote and count as one member;
- (b) Other members - other interested individuals, persons or other bodies, excluding paid employees, approved by the committee shall be entitled to become members of the pre-school but such persons shall not be entitled to become members until the pre-school shall have received the appropriate subscription set by the committee.

The members serving the charity during the year with dates of changes where relevant are as follows:-

Name	Office
S Horsfield	Chairman, acting Secretary
H Thorpe	Vice Chairperson (appointed 24/11/2020)
S Cooper	Treasurer
C Willows	
K Dobney	
M Harrison	Appointed 24/11/2020
B Richardson	Resigned 24/11/2020
H Cooper	Resigned 24/11/2020
S Morgan	Resigned 24/11/2020

Objectives & activities

The objectives of the pre-school is 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 facilities and training courses, together with right of parents to take responsibility for and to become involved in the activities of such groups, ensuring such groups offer opportunities for all children, regardless of race, culture, religion or means;
- (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 further the aim of the Pre-School Learning Alliance.

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2021

Achievements of performance

Once again the Playgroup has continued to develop in all areas with the hard work, enthusiasm and dedication of all the staff. We were delighted to appoint a new leader in December but unfortunately, due to personal circumstances, Kerri was unable to continue in post after February so we continue to be very grateful to Helen Fitzpatrick who continued as Acting Leader as the search for a new leader continues. Lisa Parker became Acting Deputy Leader and we welcomed back Amanda Garrod from her Maternity Leave.

We have continued to offer the staff a range of online training courses during the current year which all serve to enhance and extend the curriculum, the environment and the development of the children in our care. In the summer, 10 children transferred to local schools.

At the beginning of September, we continued to plan for fundraising for a new replacement building but unfortunately due to Covid 19 all the usual activities and plans had to be suspended. Playgroup opened for the children of Key workers from March and opened for all children once again in June. We are very grateful to all staff for their support during this difficult time. They worked hard to provide a safe and secure setting for our children, putting in place stringent risk assessments and precautions, allowing the children to continue their learning.

We are continuously searching for further ways to extend our links with the local and wider community. As ever, we are aware of the tremendous support we receive from our staff, committee and parents on these occasions. We were also very grateful for the support and grants received from local charities. During the year, we have continued to replace and develop resources to support the curriculum and work has taken place to maintain our buildings and play area. Numbers have remained stable and we continue to offer full time childcare and are constantly striving to develop and improve our provision. We remain, as ever, committed to providing a caring and secure environment for our children to develop and prepare for the future.

Financial review

Unrestricted funds amount to £69,602. This reserve represents the free reserves of the charity which are available to further the objectives of the charity. Any further increases in this fund will be utilised in this way.

Principal funding sources

The principal sources of funding comes from Lincolnshire County Council Early Years Grants.

Approved by the charity's trustees & signed on their behalf by:



S Horsfield (Chairman)

Approved by the trustees on 9/11/21

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP **RECEIPTS AND PAYMENTS ACCOUNT** **FOR THE YEAR ENDED 31 AUGUST 2021**

	Notes	2021		2020	
		£	£	£	£
Receipts	1				
Receipts from charitable activities					
Grants received		77,988		49,259	
Fundraising income		<u>6</u>	77,994	<u>645</u>	49,904
Investment income			5		30
Other income			-		1,178
Total receipts			<u>77,999</u>		<u>51,112</u>
Payments					
Charitable Expenditure					
General	2		63,034		49,130
Governance Costs			595		616
Total payments			<u>63,629</u>		<u>49,746</u>
Net receipts/(payments) for the year			14,370		1,366
Cash funds brought forward at 1 September 2020			55,232		53,866
Cash funds carried forward at 31 August 2021			<u>69,602</u>		<u>55,232</u>

The notes on pages 7 to 9 form a part of the financial statements

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31 AUGUST 2021

	2021 £	2020 £
Cash funds		
Barclays Bank Community account	43,178	33,350
Barclays Bank Premium account	5,010	5,009
Barclays Fundraising account	22,694	17,685
Petty cash	35	-
	<u>70,918</u>	<u>56,045</u>
Creditors		
PAYE	297	334
Creditors	1,019	479
	<u>1,316</u>	<u>813</u>
Total Cash Funds	<u>69,602</u>	<u>55,232</u>
Other non-monetary assets		
Mobile classroom and equipment brought forward	11,713	12,843
Additions	2,573	1,227
	<u>14,286</u>	<u>14,070</u>

The accounts on pages 1 to 9 have been approved by the trustees and signed on their behalf by:


S Cooper (Treasurer)

Approved by the trustees on 9/11/21

The notes on pages 6 to 8 form a part of the financial statements

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021

1 Receipts	2021	2020
	£	£
a Receipts from charitable activities		
Grants received		
Fees	9,206	9,271
Early years grant	68,482	37,317
Donations	300	2,671
	<u>77,988</u>	<u>49,259</u>
Fundraising income		
Other	6	-
Quiz	-	39
Book sale	-	15
Easter and Portrait squares	-	35
Christmas fair	-	50
Makeup/pamper night	-	21
Sponsored trike	-	140
Bingo	-	345
	<u>6</u>	<u>645</u>
b Investment income		
Barclays bank interest	<u>5</u>	<u>30</u>
c Other income		
Coronavirus Job Retention Scheme claims	-	1,178
	<u>-</u>	<u>1,178</u>
Total receipts	<u>77,998</u>	<u>51,112</u>

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021

2 Payments

	2021 £	2020 £
General		
Christmas presents	55	57
Leavers presents	70	39
Electric and water	2,116	2,483
Equipment purchases Note 3	2,573	1,227
ESPO	1,279	876
Fire inspection fee	70	68
General repairs and renewals	1,489	66
Insurance	656	572
Ofsted	50	50
Pre-School Learning Alliance membership	115	106
Refreshments and supplies	517	462
Telephone	425	446
Training	295	29
Waste disposal	468	468
Uniform costs	39	159
Printing, stationery and advertising	415	373
Subscriptions	172	-
Wages	51,867	41,447
Other	362	202
	63,034	49,130
Governance Costs		
Accountancy fees	595	616
	595	616
Total payments	63,628	49,746

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021

3 Assets retained for charity's own use

	2021 £	2020 £
Mobile classroom	2,699	3,373
Tarmac play area	1,263	1,516
Setting up expenses	623	747
Water treatment	250	300
Anglian Water	137	171
Electricity Board	108	135
Outdoor wooden play equipment	44	52
Photocopier	31	37
Lease	13	16
Playhouse	21	25
Fence and gate	18	21
Architect	12	14
Stereo recorder	42	50
Playgroup sign	15	18
Planning application	10	12
Mobile book unit	33	39
Slide climber	23	27
Plumber	-	7
Fenland Fire Appliance	-	8
Building Regulations	-	4
Environment Agency	-	3
Table	-	5
Canopy planning	43	51
Alarm	41	48
Storage units	87	102
Canopy	836	983
2 x Chairs	45	53
Various toys	324	381
Heaters	749	882
Toys	54	64
Chairs	34	41
Rain shelter	378	445
Toys	46	55
Extension of timber shelter	93	109
Easel	42	50
Laptop	233	274
Photocopier	184	217
Kitchen sink and worktop	415	488
2 iPads	367	432
iPad cases	48	56
Little Tikes Slide	238	281
Sofa & Chair	639	751
Carpet	87	102
Filing Cabinet	77	91
Outdoor play equipment	132	155
Climbing frame and slide	131	154
Balance bike	35	41
Basketball stand	48	56
Wheelbarrows	61	72
Mobile market	182	214

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Tool bench	62	73
Chalkboard	90	106
Table/easel	291	342
Fence	163	192
See-saw	87	102
Telephone	25	29
Photocopier	834	-
Nappy changing unit	450	-
Unit	40	-
Shed	515	-
2 x iPads	663	-
iPad cases	49	-
Laminator	22	-
	<u>14,286</u>	<u>14,070</u>

4 Grants and Donations

Grants and donations are included in the accounts when the charity receives the money.

5 Trustees Expenses

During the year there were no expenses paid to the Trustees.

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SUTTON ST JAMES PRE-SCHOOL PLAYGROUP FOR THE YEAR ENDED 31 AUGUST 2021

I report on the accounts of the Sutton St James Playgroup for the year ended 31 August 2021, which are set out on pages 1 to 8.

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts; you 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 Act) to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act); and to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.


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 the seeking of 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, I do not express an audit opinion on the view given by the accounts.

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 trustees have not met the requirements to ensure that:
 - (a) proper accounting records are kept (in accordance with section 130 of the Act); and
 - (b) accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Peter R Wright (FCCA)
Bulley Davey
1 - 4 London Road
Spalding
Lincolnshire
PE11 2TA

Dated: 11/3/2022

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