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**Sutton St. James
Pre-School Playgroup**

**Annual Report and Accounts
For the Year Ended 31 August 2022
Registered charity number 1076912**

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP
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FOR THE YEAR ENDED 31 AUGUST 2022

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP **OFFICIALS AND ADDRESSES** **FOR THE YEAR ENDED 31 AUGUST 2022**

Trustees

S Horsfield
H Thorpe
S Cooper

Chairman, acting Secretary
Vice Chairperson
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 2022

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
S Cooper	Treasurer
C Wilkows	
K Dobney	
M Harrison	
B Richardson	
H Cooper	
S Morgan	

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 2022

Achievements of performance

This report covers our financial year from September 2021 until August 2022. The majority of our income is from government Early Year grants mainly for the 15 hours available to 3 and 4 year olds. This has risen year-on-year due to increased child numbers. Income from parental fee contributions has risen by over £6k year on year which would be due to increases in the number of 2 year olds and children attending additional hours. Due to the lifting of Covid restrictions this year, we have managed to raise over £4k in the current year. This has been through regular bingos, quizzes and Amazon Smile contributions. Along with a Joules clothing event that raised in excess of £1k organised by a member of the community and a Race night that raised over £1.3k. The staff have also raised money with regular Bags2Schools drops, Christmas and Easter events and a Muddy Puddle sponsored event that the children took part in and raised over £300. In addition to our fundraising, we have received donations from the parish council, the solar farm and from a collection at one of our committee's wedding reception which we are extremely grateful for. Moving onto our expenditure during the year. As would be expected wages are slightly higher year-on-year due to the increase in child numbers. Our resources spend has increased significantly but we have received more pupil premium, disability and inclusion funding which has then been spent on resources specifically with those relevant children in mind. Equipment is actually lower year-on-year due to the previous year's equipment spend including a new photocopier, nappy unit and 2 new Ipads. The difference in electricity year-on-year is due to the fact that we were paying too much direct debit in the previous year and too little in the current year. We currently owe £500 which the electricity company will take by direct debits. We have been on a fixed contract for the last 2 years and this is due to end in December 2022. Our current fixed term contract is a very low tariff in comparison to current available tariffs and as the portacabin is heated with electric heaters and poorly insulated, electrical costs will increase dramatically in the next financial year. Refreshments and supplies have risen slightly year on year as would be expected with extra children attending. Food prices have risen significantly but Helen has worked hard to shop around to try to keep costs as low as possible. Printing costs have risen slightly year-on-year due to extra printing over our set rental limits. Uniform costs have risen but this is because staff had not had any new uniform for a long time. Repairs are down significantly year-on-year as the previous year included £1.3k of roof repairs. We have recently received a quote for more roof repairs that are recommended and this quote is £1.8k. All in all the 2021/22 financial year was profitable and we ended the year with net receipts of £20.5k which is even higher than the previous year. As mentioned previously this is mainly driven by the high numbers of children at the playgroup during the year where we were running at near capacity. Fortunately numbers of children are still high going into the new financial year of 2022/23 but we will be faced with rising costs of electricity and roof repairs. We ended the year with cash funds totalling £90k. This is made up of our current account which is kept at approximately £5k, our savings account of £76k and our fundraising account of £6.6k. Our savings account always includes money set-aside in the event that the playgroup should have to close, to pay for site clearance and redundancies. The savings account is now running at quite a high amount but obviously we don't yet know how much will be needed to pay for a new building. The fundraising account contains any money specifically raised for the purpose of a new building since 2018 which we now keep separate from our savings as recommended by the council. Going into the new financial year, we have managed to increase our savings by another £2k from business activities. Also an additional £1.8k has been raised to go towards a new building. This has been from an afternoon tea organised by a member of the community and then another 3 bingos and 1 quiz.

Financial review

Unrestricted funds amount to £89,715. 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 16/11/22

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	2022		2021	
		£	£	£	£
Receipts	1				
Receipts from charitable activities					
Grants received		88,379		77,988	
Fundraising income		<u>4,377</u>	<u>92,756</u>	<u>6</u>	<u>77,994</u>
Investment income			8		5
Other income			-		-
Total receipts			<u>92,764</u>		<u>77,999</u>
Payments					
Charitable Expenditure					
General	2		72,094		63,034
Governance Costs			557		595
Total payments			<u>72,651</u>		<u>63,629</u>
Net receipts/(payments) for the year			20,113		14,370
Cash funds brought forward at 1 September 2021			69,602		55,232
Cash funds carried forward at 31 August 2022			<u>89,715</u>		<u>69,602</u>

The notes on pages 3 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 2022

	2022 £	2021 £
Cash funds		
Barclays Bank Community account	13,630	43,178
Barclays Bank Premium account	15,001	5,010
Barclays Fundraising account	59,475	22,694
Petty cash	-	35
	<u>88,106</u>	<u>70,918</u>
Amounts receivable	2,337	-
Amonuts payable		
PAYE	323	297
Creditors	404	1,019
	<u>727</u>	<u>1,316</u>
Total Cash Funds	<u>89,715</u>	<u>69,602</u>
Other non-monetary assets		
Mobile classroom and equipment brought forward	12,114	11,713
Additions	1,503	2,573
	<u>13,616</u>	<u>14,286</u>

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


S. Cooper (Treasurer)

K. WALLACE

Approved by the trustees on 30.15.23

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 2022**

1 Receipts

	2022	2021
	£	£
a Receipts from charitable activities		
Grants received		
Fees	15,363	9,206
Early years grant	71,846	68,482
Donations	1,170	300
	<u>88,379</u>	<u>77,988</u>
Fundraising income		
Bags 2 School	67	6
Quiz night	441	-
Amazon	42	-
Christmas and Easter squares	69	-
Boxing day football	14	-
Bingo	1,092	-
Muddy Puddle	314	-
Joules	1,010	-
Race night	1,328	-
	<u>4,377</u>	<u>6</u>
b Investment income		
Barclays bank interest	<u>8</u>	<u>5</u>
c Other income		
Coronavirus Job Retention Scheme claims	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
Total receipts	<u><u>92,764</u></u>	<u><u>77,998</u></u>

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

2 Payments

	2022 £	2021 £
General		
Christmas presents	50	55
Leavers presents	103	70
Electric and water	1,443	2,116
Equipment purchases Note 3	1,503	2,573
Resources	4,565	1,279
Fire inspection fee	66	70
General repairs and renewals	351	1,489
Insurance	873	656
Ofsted	50	50
Pre-School Learning Alliance membership	109	115
Refreshments and supplies	552	517
Telephone	597	425
Training	330	295
Waste disposal	513	468
Uniform costs	365	39
Printing, stationery and advertising	400	415
Subscriptions	107	172
Wages	58,928	51,867
Other	1,188	362
	<u>72,094</u>	<u>63,034</u>
Governance Costs		
Accountancy fees	557	595
	<u>557</u>	<u>595</u>
Total payments	<u>72,651</u>	<u>63,628</u>

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

2 Assets retained for charity's own use

	2022 £	2021 £
Mobile classroom	2,024	2,699
Tarmac play area	1,010	1,263
Setting up expenses	499	623
Water treatment	200	250
Anglian Water	103	137
Electricity Board	81	108
Outdoor wooden play equipment	37	44
Photocopier	27	31
Lease	11	13
Playhouse	18	21
Fence and gate	15	18
Architect	10	12
Stereo recorder	36	42
Playgroup sign	13	15
Planning application	9	10
Mobile book unit	28	33
Slide climber	20	23
Plumber	-	-
Fenland Fire Appliance	-	-
Building Regulations	-	-
Environment Agency	-	-
Table	-	-
Canopy planning	37	43
Alarm	35	41
Storage units	74	87
Canopy	710	836
2 x Chairs	39	45
Various toys	275	324
Heaters	637	749
Toys	46	54
Chairs	29	34
Rain shelter	322	378
Toys	40	46
Extension of timber shelter	79	93
Easel	36	42
Laptop	198	233
Photocopier	157	184
Kitchen sink and worktop	352	415
2 x iPads	312	367
iPad cases	41	48
Little Tikes Slide	203	238
Sofa & Chair	543	639
Carpet	74	87
Filing Cabinet	66	77
Outdoor play equipment	112	132
Climbing frame and slide	111	131
Balance bike	29	35
Basketball stand	41	48
Wheelbarrows	52	61
Mobile market	154	182
Tool bench	63	62
Chalkboard	76	90

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Table/easel		
Fence	247	291
See-saw	139	163
Telephone	74	87
Photocopier	21	25
Nappy changing unit	834	834
Unit	450	450
Shed	40	40
2 x iPads	515	515
iPad cases	663	663
Laminator	49	49
Fire extinguisher	22	22
iPads cases	76	-
Collaborate and in	44	-
Shed	175	-
Climbing frame	711	-
Toaster	460	-
	25	-
	<u>13,616</u>	<u>14,283</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 2022

I report on the accounts of the Sutton St James Playgroup for the year ended 31 August 2022, 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.

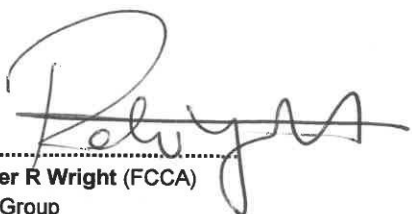
An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters.

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)
TC Group
1 - 4 London Road
Spalding
Lincolnshire
PE11 2TA

Dated: 13/06/23