

APPROVAL

Sutton St. James Pre-School Playgroup

**Annual Report and Accounts
For the Year Ended 31 August 2024
Registered charity number 1076912**

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP
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FOR THE YEAR ENDED 31 AUGUST 2024

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP **OFFICIALS AND ADDRESSES** **FOR THE YEAR ENDED 31 AUGUST 2024**

Trustees

S Horsfield	Chairman
H Thorpe	Vice Chairperson
C Willows	Secretary
K Wallace	Treasurer

D Clitheroe
P Heanes
D Harrison
K Baker
A Borland
P Horridge

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 2024**

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
H Thorpe	Vice Chairperson
C Willows	Secretary
K Wallace	Treasurer
D Clitheroe	
P Heanes	
D Harrison	
K Baker	
A Borland	
P Horridge	

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP **TRUSTEES' ANNUAL REPORT** **FOR THE YEAR ENDED 31 AUGUST 2024**

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.

Achievements of performance

This report covers our financial year from September 2023 until August 2024.

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 significantly year-on-year due to increased child numbers & changes in the Government Funding Scheme. Income from parental fee contributions remained in line with previous year income (£22k).

There have been many fundraising initiatives this year, managed by staff and the committee. A huge thank you to Claire for orchestrating our main fundraiser events, Bingo. These are well attended and have raised over £3.5k. Additional fundraising events organised by members of the community & committee have catered for every taste, with a quiz, an Afternoon Tea, Coronation Events and some Wrestling raising £1,700. The staff have also raised money Easter raffles & pick a square competitions, raising over £250.

Moving onto our expenditure during the year. As would be expected wages are significantly higher year-on-year, by 25%, due to the increase in child numbers, changes in structure & Minimum wage increases. Our resources spend has remained in line with previous year and the pupil premium, disability and inclusion funds were spent on resources specifically with those relevant children in mind. Equipment is actually lower year-on-year, with fewer purchases. The largest purchase being the new cooker.

As predicted, our electricity year-on-year has increased as we had to pay a £2,700 bill to balance our account out following the expiration of our low rate contract and transition to the new tariff. Our direct debit for electricity has actually been lowered during this year from over £500 per month to £270. Refreshments and supplies have risen slightly year on year as would be expected with extra children attending. Food prices have risen but our expenditure has remained fairly similar to previous year – thank you to all the shoppers for their diligence in trying to keep costs as low as possible. There were some large repairs this year, including:

- Toilet floor repair works
- Septic tank work

The 2023/24 financial year was profitable and we ended the year with net receipts of £12k. 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 2024/25 but we will be faced with rising staff costs due to increases in Minimum Wage & National Insurance contributions and uncertainty as to whether the early years funding rates will change at all.

We ended the year with cash funds totalling £116k. This is made up of our current account which is kept at approximately £5k (year end was £2,388), our savings account of £92,870k and our fundraising account of £21,210. 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. We acknowledge 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 £6k from business activities. Also an additional £5k has been raised to go towards a new building. This has been through our many fundraising efforts.

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2024

Financial review

Unrestricted funds amount to £114,273. 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 on13.11.24

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	2024	2023
		£	£
Receipts	1		
Receipts from charitable activities			
Grants received		134,671	114,498
Fundraising income		<u>4,760</u>	<u>4,270</u>
		139,431	118,768
Investment income		1,414	378
Other income		-	-
Total receipts		<u>140,845</u>	<u>119,146</u>
Payments			
Charitable Expenditure			
General	2	128,381	105,844
Governance Costs		672	536
Total payments		<u>129,053</u>	<u>106,380</u>
Net receipts/(payments) for the year		11,792	12,766
Cash funds brought forward at 1 September 2023		102,481	89,715
Cash funds carried forward at 31 August 2024		<u>114,273</u>	<u>102,481</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 2024

	2024 £	2023 £
Cash funds		
Barclays Bank Community account	2,388	2,331
Barclays Bank Premium account	92,870	86,393
Barclays Fundraising account	21,210	15,887
Petty cash	-	-
	<u>116,468</u>	<u>104,611</u>
Amounts receivable	-	-
Amounts payable		
PAYE	1,595	1,388
Creditors	600	740
	<u>2,195</u>	<u>2,129</u>
Total Cash Funds	<u>114,273</u>	<u>102,481</u>
Other non-monetary assets		
Mobile classroom and equipment brought forward	12,655	11,608
Additions	452	4,162
	<u>13,107</u>	<u>15,770</u>

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



K Wallace (Treasurer)

Approved by the trustees on 13/11/24

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024

1 Receipts

	2024	2023
	£	£
a Receipts from charitable activities		
Grants received		
Fees	23,209	22,202
Early years grant	110,753	88,099
Donations	709	4,197
	<u>134,671</u>	<u>114,498</u>
Fundraising income		
Quiz night	-	305
Amazon	-	48
Christmas and Easter	166	77
Bingo	3,759	1,616
Comic Relief	18	58
Afternoon tea	-	1,001
Other	817	1,165
	<u>4,760</u>	<u>4,270</u>
b Investment income		
Barclays bank interest	<u>1,414</u>	<u>378</u>
Total receipts	<u><u>140,845</u></u>	<u><u>119,146</u></u>

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024

2 Payments

	2024 £	2023 £
General		
Christmas presents	68	160
Leavers presents	-	290
Electric and water	7,842	2,471
Equipment purchases Note 3	452	4,162
Resources	10,640	11,558
General repairs and renewals	3,362	1,832
Insurance	893	840
Ofsted	50	50
Pre-School Learning Alliance membership	116	181
Refreshments and supplies	1,104	881
Telephone	646	546
Training	888	267
Waste disposal	767	675
Uniform costs	593	505
Printing, stationery and advertising	495	75
Subscriptions	573	574
Wages	99,516	80,217
Other	376	558
	<u>128,381</u>	<u>105,844</u>
Governance Costs		
Accountancy fees	672	536
	<u>672</u>	<u>536</u>
Total payments	<u>129,053</u>	<u>106,380</u>

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SUTTON ST JAMES PRE-SCHOOL PLAYGROUP NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024

3 Assets retained for charity's own use

	2024	2023
	£	£
Mobile classroom	675	1,350
Tarmac play area	505	758
Setting up expenses	250	374
Water treatment	100	150
Anglian Water	34	68
Electricity Board	27	54
Outdoor wooden play equipment	27	32
Photocopier	19	23
Lease	8	10
Playhouse	13	15
Fence and gate	11	13
Architect	7	8
Stereo recorder	26	30
Playgroup sign	9	11
Planning application	6	7
Mobile book unit	20	24
Slide climber	14	17
Plumber	-	-
Fenland Fire Appliance	-	-
Building Regulations	-	-
Environment Agency	-	-
Table	-	-
Canopy planning	27	31
Alarm	25	29
Storage units	53	63
Canopy	513	604
2 x Chairs	28	33
Various toys	199	234
Heaters	460	541
Toys	33	39
Chairs	21	25
Rain shelter	232	273
Toys	29	34
Extension of timber shelter	57	67
Easel	26	31
Laptop	143	168
Photocopier	113	133
Kitchen sink and worktop	255	300
2 xiPads	226	265
iPad cases	29	35
Little Tikes Slide	146	172
Sofa & Chair	392	461
Carpet	53	63
Filing Cabinet	47	56
Outdoor play equipment	81	95
Climbing frame and slide	80	94
Balance bike	21	25
Basketball stand	29	35

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Wheelbarrows	38	44
Mobile market	112	131
Tool bench	38	45
Chalkboard	55	65
Table/easel	179	210
Fence	100	118
See-saw	53	63
Telephone	15	18
Photocopier	709	834
Nappy changing unit	383	450
Unit	34	40
Shed	438	515
2 x iPads	564	663
iPad cases	42	49
Laminator	19	22
Fire extinguisher	64	76
iPads cases	37	44
Collaborate and in	149	175
Shed	604	711
Climbing frame	391	460
Toaster	21	25
Mud Kitchen	540	635
Ikea Furniture	298	351
Sanitary Bin	31	36
Pump	549	646
Fridge	110	129
Furniture	54	63
iPad and accessories	329	387
Laptop	169	199
Interactive whiteboard	1,458	1,715
ARK ICT Solutions	80	
Reimburse KW for postbox	54	
Blankets	19	
Sleeping mats	190	
Blankets	27	
Radiator and padlock	53	
Toaster	30	

13,107

15,770

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 2024

I report on the accounts of the Sutton St James Playgroup for the year ended 31 August 2024, 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.

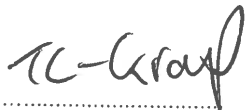
An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters.

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: 26/06/2025