



# **HUTTON PLAYGROUP**

**Registered charity no.1089042**

**Trustees' Annual Report for the period  
1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021**

**Hutton Village Hall, Moor Lane, Hutton,**

**Preston PR4 5SE**

**Tel: 01772 612806**

## **AIMS AND PURPOSES**

**Hutton Playgroup is a friendly, community based group managed by parents. We aim to enhance the development and education of the children through:**

- Provision of high quality care and education for children below statutory school age;
- working in partnership with parents to help children to learn and develop;
- adding to the life and well-being of the local community;
- encouraging the study of the needs of children and their families: and
- offering children and their parents a service that promotes equality and values diversity.

## **OTHER OBJECTIVES AND ACTIVITIES**

**Hutton Playgroup recognises parents / guardians as the first and most important educators of the child. Committee members are parents, so we are a parent run group. Parents and grandparents are also involved in fundraising and help in other ways, such as a 'parent helper' during regular playgroup sessions.**

We aim to ensure that each child:

- is in a safe and stimulating environment;
- is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer parent helpers;
- has the chance to join with other children and adults to live, play, work and learn together;
- is helped to take forward her/his learning and development by being helped to build on what she/he already knows and can do;
- has a personal key person who makes sure each child makes satisfying progress;
- is in a setting that sees parents as partners in helping each child to learn and develop; and
- is in a setting in which parents help to shape the service it offers.

### **Children's development and learning**

The provision for children's development and learning is guided by The Early Years Foundation Stage (DCSF 2007, revised in 2012). From September 2008 the Early Years Foundation Stage became law. This brings together Birth to Three Matters and the Curriculum Guidance for the Foundation Stage. Our provision reflects the four key themes and 16 commitments of the Early Years Foundation Stage.

#### **A Unique Child**

Child Development: Skilful communicator, competent learner.

Inclusive Practice: Equality and diversity, children's entitlements, early support.

Keeping Safe: Being safe and protected, discovering boundaries, making choices.

Health and Well-being: Growth and developing, physical and emotional wellbeing.

#### **Positive Relationships**

Respecting Each Other: Understanding feelings, friendship, professional relationships.

Parents as Partners: Respecting diversity, communication, learning together.

Supporting Learning: Positive interactions, listening to children, effective teaching.

Key Person: Secure attachment, shared care, independence.

#### **Enabling Environments**

Observation, Assessment and Planning: Starting with the child, planning, assessment.

Supporting Every Child: Children's needs, the learning journey, working together.

The Learning Environment: The emotional environment, the outdoor environment, the indoor environment.

The Wider Context: Transitions and continuity, multi-agency working, the community.

## Learning and Development

Play and Exploration: Learning through experience, adult involvement, contexts for learning.

Active Learning: Mental and physical involvement, decision making, personalised learning.

Creativity and Physical Thinking: Making connections, transforming and understanding, sustained shared thinking.

Areas of Development and Learning.

## SUMMARY OF MAIN ACHIEVEMENTS

The Playgroup continues to develop and improve the quality of pre-school learning for 2-4 year olds. During the year we have:

- Improved the system for monitoring childrens' progress;
- Enhanced role play activities;
- Outside specialist provision in dance;
- Developed links with other professionals, such as health visitors,

Most importantly, we have happy children.

## TRUSTEES

Laura Watling	Chair
Claire Morris	Vice Chair
Sarah Leanne Rimmer	Secretary
Sara Porter	Treasurer
Sara Porter	Safeguarding

Signed on behalf of the Trustees:

S Porter



Dated 1st September 2021

**INCOME**

Fees from Parents	£	7417.50
Free Early Years Entitlement	£	21827.95
HMRC JRS Grant	£	4703.41
Fundraising	£	119.47
Misc. Income (sale of old toys)	£	100.00
Trip	£	
Uniform	£	18.00

£ 34186.33

INTEREST RECIEVED ON NUMBER 2 A/C £ 1.20

**TOTAL**

£ 34187.53

**EXPENDITURE**

Salaries & NI	£	20265.12
Village Hall Rent	£	3948.00
Charity Donation	£	22.00
Craft & Equipment	£	493.54
Training	£	239.40
Stationery	£	19.71
Outside Play Area	£	395.10
Milk	£	127.20
Easter	£	10.70
Insurance	£	506.50
OFSTED	£	50.00
Outside Specialist	£	555.00
Misc.	£	14.00
Christmas/Sports Day/Fundraising costs	£	89.00
Uniform	£	16.00
Float	£	150.00
Website	£	26.39

**TOTAL**

£ 26927.66

**Surplus Income over Expenditure**

£ 7259.87

# **SUPERVISORS FLOAT BREAKDOWN**

Groceries	£	105.82
Toys	£	9.89
Books/Games	£	3.98
Crafts	£	17.26
Sundries	£	20.32

**TOTAL** £ **157.27**

Float balance carried over from last year	£	25.68
Amount Paid to Supervisors Float	£	150.00

Sub-total	£	<b>175.68</b>
Minus Float balance remaining this year	£	18.41
<b>TOTAL</b>	£	<b><u>157.27</u></b>

**Float to be carried forward 2021/22** £ **18.41**

## **ACCOUNT NUMBER 1 BALANCE**

Balance brought forward from last year	£	35325.27
Plus Income	£	34186.33
Minus Expenditure	£	26927.66

**CLOSING BALANCE** £ **42583.94**

## **STATEMENT BALANCE**

Closing balance as at 31.08.20	42325.21
Plus Credits not Recieved	
Minus Cheques not yet Cleared	531.33

**CLOSING BALANCE** 41793.88

## **ACCOUNT NUMBER 2 BALANCE**

Balance brought forward from last year	£	11760.39
Plus Income	£	1.20
Minus Expenditure	£	0.00

**CLOSING BALANCE** £ **11761.59**

TOTAL CASH IN SUPERVISORS FLOAT	£	18.41
TOTAL CLOSING BALANCE ACCOUNT 1	£	41793.88
TOTAL CLOSING BALANCE ACCOUNT 2	£	11761.59

**GRAND TOTAL** £ **53573.88**

**Income Misc \***

	£	
Sale of old toys	£	100.00

<b>Total</b>	<b>£</b>	<b><u>100.00</u></b>
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**Expenditure Misc \*\***

Auditors thank you gift	£	14.00
	£	0.00
	£	0.00

<b>Total</b>	<b>£</b>	<b><u>14.00</u></b>
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**DETAILED FUNDRAISING BREAKDOWN**

	<u>Income</u>	<u>Expenditure</u>	<u>Profit</u>
Nativity & Leavers Events *	£0.00	£0.00	£0.00
Easy Fundraising	£18.18	£0.00	£18.18
Cash 4 Clothes	£20.00	£0.00	£20.00
Cash 4 Kids	£32.50	0.00	£32.50
Graduation Photographs	£10.50	£0.00	£10.50
Tempest Photographs	£19.29	£0.00	£19.29
Photos/Calendars	£12.00	£8.82	£3.18
Sports Day	£0.00	£20.17	-£20.17
Sale of Toys	£100.00	£0.00	£100.00
			£0.00
	<b>£212.47</b>	<b>28.99</b>	<b>£183.48</b>

\* Cancelled due to Covid 19

**FLOAT BREAKDOWN 2020/21**

	Groceries	Toys	Books/Games	Crafts	Sundries	Total
Sep-20	11.31	1.20		3.59	2.89	<b>£18.99</b>
Oct-20	3.61			2.66	1.64	<b>£7.91</b>
Nov-20	8.32		0.98	3.07	1.54	<b>£13.91</b>
Dec-20	5.63				2.50	<b>£8.13</b>
Jan-21	16.81			2.08	2.93	<b>£21.82</b>
Feb-21	5.37				0.45	<b>£5.82</b>
Mar-21	7.22	6.30		2.76	1.30	<b>£17.58</b>
Apr-21	10.42			1.00	0.49	<b>£11.91</b>
May-21	9.10	2.39		0.92		<b>£12.41</b>
Jun-21	19.25			1.18		<b>£20.43</b>
Jul-21	8.78		3.00		6.58	<b>£18.36</b>
Aug-21						<b>£0.00</b>
<b>Totals</b>	<b>£105.82</b>	<b>£9.89</b>	<b>£3.98</b>	<b>£17.26</b>	<b>£20.32</b>	<b>£157.27</b>

**RECONCILIATION**

Opening Balance Sept 2020	<b>£25.68</b>
Oct 20 Issued	<b>£50.00</b>
Feb 21 Issued	<b>£50.00</b>
Jun 21 Issued	<b>£50.00</b>
	<b>£0.00</b>
	<b>£0.00</b>
	<b>£0.00</b>
<b>Sub Total</b>	<b>£175.68</b>
<b>Closing Balance</b>	<b>£18.41</b>



## **Independent examiner's report to the trustees of Hutton Playgroup**

**Registered Charity No: 1089042**

I report on the accounts of the Hutton Playgroup for the year ended 31<sup>st</sup> August 2021.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- 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 Commission. 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 seeking 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **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 requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: LISA ROBINSON

Relevant professional qualification or body:

Address: 72 LOSTOCK VIEW, LOSTOCK HALL, PRESTON

Date: 6.3.22.