

## **ST JOSEPH'S PLAYGROUP, HERTFORD**

### **TRUSTEES REPORT**

**CHARITY NO: 1089180**

St Joseph's Playgroup is an Ofsted registered playgroup located on the grounds of St Joseph's RC School in Hertford. It provides pre-school education to children aged between 2 and 4 years old. Morning sessions run from 9am to 12pm Monday to Friday. It also provides a lunch club between 12pm and 1pm for children over the age of 3 years. Afternoon sessions run from 12pm to 3pm, these are available to the Nursery children at St Joseph's School. Playgroup children can also access afternoon sessions the term after they turn 3.

The Playgroup has an Admissions Policy in place which welcomes all children from the local area, prioritising those of Catholic faith and with siblings at St Joseph's School. Our fees are kept in line with other similar settings within the area at £15 for a 3-hour session. We accept 2 and 3 year old funding, tax free childcare accounts, childcare vouchers and 30 hour funding.

Playgroup has adapted well during the pandemic. Staff, parents and children have all coped with government announcements and fast changing guidelines. Teachers have used online learning journal, tapestry, to include children who have been isolating, reading them stories and setting work.

It has been difficult to raise funds in the usual ways due to gatherings being banned. Our fundraisers did organise some great fundraising activities including Halloween dressing up week, the children made firework canvases and we also sold personalised Christmas baubles.

Surplus funds at this year end are to be invested in our outdoor space and lower playground. Plans include laying new bark and repairing decking. We also hope to install a climbing frame and slide for the children.

**CLAIRE SCALES**

**TRUSTEE**

## St Joseph's Playgroup

### INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31ST MARCH 2021

<u>INCOME</u>			
<i>Previous Year</i>	<i>2019-2020</i>	<i>Current Year</i>	<i>2020-2021</i>
Fees received	23,278.00	Fees received	18,203.00
Funding	54,761.94	Funding	59,838.60
Fundraising (net)	1,349.83	Fundraising (gross)	690.14
Lunch Club and afternoon fees	8,003.80	Lunch Club and afternoons	2,477.00
Snack contributions	499.00	Snack contributions	300.00
		HMRC grant (coronavirus job retention scheme)	2,424.24
		Miscellaneous	40.00
Total Income	£87,892.57	Total Income	£83,972.98
<u>EXPENDITURE</u>			
<i>Previous Year</i>	<i>2019-2020</i>	<i>Current Year</i>	<i>2020-2021</i>
Everyday expenditure	3,377.26	Everyday expenditure	2,334.52
Salaries	72,391.09	Salaries	70,277.54
Training and DBS checks	826.70	Training and DBS checks	862.60
Rent and cleaning	4,477.35	Rent and cleaning	3,568.30
Fruit and milk	1,435.11	Fruit and milk	570.21
Subscriptions	835.32	Subscriptions	627.36
Insurance	455.45	Fundraising costs and spending	654.65
IT expenses	556.99	Insurance	517.52
Miscellaneous	381.85	IT expenses	1,203.16
Depreciation	1,000.00	Miscellaneous	284.00
		Depreciation	1,000.00
Total Expenditure	£85,737.12	Total Expenditure	£81,899.86
Surplus	£2,155.45	Surplus	£2,073.12

**BALANCE SHEET**  
**As at 31st March 2021**

**ASSETS**

Equipment at the beginning of the year (as written down value)	1,894.89
Equipment purchased during year	NIL
Total	<u>1,894.89</u>
Depreciation this year	<u>1,000.00</u>
Written down value of equipment	<u>894.89</u>
Cash at Bank (Barclays, Hertford)	<u>25,502.21</u>
Total Assets	<u>26,397.10</u>
Accumulated Surplus at the start of this year	24,323.98
Add current Surplus	2,073.12
Surplus at Year End	<u><u>£26,397.10</u></u>

**INDEPENDENT EXAMINER'S REPORT**

I have examined the account of:

**ST Joseph's Playgroup**

With the books and vouchers supplied to me.

To the best of my knowledge and belief with the information provided, the said accounts have a true and fair view of the surplus for the year and state of affairs as at 31st March 2021.

Signed

Date

Name of Examiner

David Kemp ACIB  
62 Valeside  
Hertford  
Herts  
SG14 2AS

Tel: 01992 587 511

## St Joseph's Playgroup

### INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31ST MARCH 2021

<b><u>INCOME</u></b>			
<i>Previous Year</i>	<b>2019-2020</b>	<i>Current Year</i>	<b>2020-2021</b>
Fees received	23,278.00	Fees received	18,203.00
Funding	54,761.94	Funding	59,838.60
Fundraising (net)	1,349.83	Fundraising (gross)	690.14
Lunch Club and afternoon fees	8,003.80	Lunch Club and afternoons	2,477.00
Snack contributions	499.00	Snack contributions	300.00
		HMRC grant (coronavirus job retention scheme)	2,424.24
		Miscellaneous	40.00
Total Income	£87,892.57	Total Income	£83,972.98
<b><u>EXPENDITURE</u></b>			
<i>Previous Year</i>	<b>2019-2020</b>	<i>Current Year</i>	<b>2020-2021</b>
Everyday expenditure	3,377.26	Everyday expenditure	2,334.52
Salaries	72,391.09	Salaries	70,277.54
Training and DBS checks	826.70	Training and DBS checks	862.60
Rent and cleaning	4,477.35	Rent and cleaning	3,568.30
Fruit and milk	1,435.11	Fruit and milk	570.21
Subscriptions	835.32	Subscriptions	627.36
Insurance	455.45	Fundraising costs and spending	654.65
IT expenses	556.99	Insurance	517.52
Miscellaneous	381.85	IT expenses	1,203.16
Depreciation	1,000.00	Miscellaneous	284.00
		Depreciation	1,000.00
Total Expenditure	£85,737.12	Total Expenditure	£81,899.86
Surplus	£2,155.45	Surplus	£2,073.12

**BALANCE SHEET**  
**As at 31st March 2021**

**ASSETS**

Equipment at the beginning of the year (as written down value)	1,894.89
Equipment purchased during year	<u>NIL</u>
Total	<u>1,894.89</u>
Depreciation this year	<u>1,000.00</u>
Written down value of equipment	<u>894.89</u>
Cash at Bank (Barclays, Hertford)	<u>25,502.21</u>
Total Assets	<u>26,397.10</u>
Accumulated Surplus at the start of this year	24,323.98
Add current Surplus	2,073.12
Surplus at Year End	<u><u>£26,397.10</u></u>

**INDEPENDENT EXAMINER'S REPORT**

I have examined the account of:

**ST Joseph's Playgroup**

With the books and vouchers supplied to me.

To the best of my knowledge and belief with the information provided, the said accounts have a true and fair view of the surplus for the year and state of affairs as at 31st March 2021.

Signed

Date

Name of Examiner

David Kemp ACIB  
62 Valeside  
Hertford  
Herts  
SG14 2AS

Tel: 01992 587 511