

Friday 25th November 2022

Abertots AGM

Present: Jeanie Harrison, Stacey Allen, Rujina Ali, Christine Rollinson, Stephanie Jones, Farhana Begum, Tanzil Islam, Nabil Ali, Vicky Croakley.

Before the AGM began Jeanie Harrison introduced herself as the current chair of Abertots Play management committee and went around the room asking everyone to introduce themselves to the group. Once everyone had introduced themselves Jeanie went on to explain the role the management committee plays in the running of Abertots play and that the first thing we need to do is nominate and vote on the committee roles which include the chair, treasurer and secretary. The manager of Abertots, Stacey Allen passed around information sheets about the different committee role and everyone was given a few minutes to read over the information. Everyone was then given an opportunity to ask any questions in regards to the roles and responsibilities of the committee.

The nominations for the roles of chair, secretary and treasurer commence:

- Rujina Ali nominated Jeanie Harrison as chair, Farhana Begum seconded it. Jeanie Harrison is the Chair of Abertots management committee.
- Tanzil Islam nominated Rujina Ali as Treasurer, Stephanie Jones seconded it. Rujina Ali is now treasurer of Abertots play.
- Nabil Ali nominated Christine Rollinson as Secretary, Vicky Croakley seconded it. Christine Rollinson is now Secretary of Abertots play.

Stacey Allen the manager of Abertots play presented her report.

The recovery from Covid-19 has been ok as children have started to attend and families have been placing their children on our waiting list. However, we have noticed an increase in the number of children who need additional support. This is due to a number of children having speech and language delay and being identified as having Special Educational needs (mainly Autism), which adds to staff already heavy work load as there is currently a 18-24 month delay in accessing speech and language services. Tower hamlets special educational needs co-ordinators have also reduced the amount of support they offer to settings as budgets have been cut and number of children with additional needs has increased.

Stacey is still working for PoplarHarca and is being seconded to manage Abertots play. We continued to struggle with staffing at the beginning of this year but managed to fill one of our positions on November 2021, once all relevant checks were completed and we had received the references Shahanara Begum started with us. Then in December 2021 we managed to fill our second position and Ruksana Begum started with us in January once all her relevant checks and references came back. Lexie finally received her level 2 certificate in 'Children and young people's workforce' on 21st June 2022, her journey hasn't been easy on the apprenticeship due to functional skills test results being lost and her tutors/advisors need being very accessible during the pandemic.

In the beginning of this year home visits were still not taking place as both staff and families were reluctant to have home visits, staff did not want to go into different homes and families did not want unfamiliar adults in their homes. Then in September we only had returning children due to the new building.

In April I met with a new contract as our previous one had let us down, we were happy with the quote and agreed that the work would take place May. However, the work was delayed but started in June after the half term, the contractors worked well and completed everything by the beginning of the summer holidays. Due to the delay in starting the work the cost of the building work had also increase due the cost of the materials going up, this meant we were quoted £37,644.00 for the works but cost went up to £45,438.00. In July Stacey as well as lots of family volunteers moved all the equipment and resources over to the new site, Stacey spent most of the summer holiday's sorting out the new space and informed Ofsted of the change of address where she was informed by Ofsted that she needed to complete an EY2 form (registering a new setting). At the end of August Stacey arranged an open day for new and old families to come and see the new setting. On Monday 5th September Stacey received an email from Ofsted to say that they were now looking through our application and no children were allow on site until they had completed all their relevant checks, this meant that we were not able to open. So we decided to move some of our resources and equipment back to the Aberfeldy centre until our new registration came through and that we would only provide a service for children who were returning to us from before the summer. Stacey is in continuous contact with Ofsted for updates and to date we have still not received our registration for Burchem street but are hoping to have it by January

Children's numbers have been good and we were at full capacity before the summer holiday. However, since September we have only had returning children due to the registration of Burcham street, which has meant numbers are low.

The treasurer presented the accounts.

Abertots has spent a great deal of money on the major works at Burcham Street and purchasing all new furniture, which was much needed. This has had an impact on our finances however we are still in a good financial position going forward. Please see attached accounts.

Stacey and the team are looking forward to finally getting into Burcham street and having a new space to nurture our new children.

There was no other business, so the AGM was brought to a close.

ABERTOTS PLAYGROUP
STATEMENT OF ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2022

Registered charity No. 1113739

Independent Examiner:

C Zielinski AIPFM
15 Hill Street
Portsoy
Banff
AB45 2PL

ABERTOTS PLAYGROUP
TRUSTEES AND ADVISORS
FOR THE YEAR ENDED 31st MARCH 2022

Chairperson: Jeanie Harrison

Treasurer: Tazul Islam

Secretary: Jannatul Furzzara

Independent Examiner: C Zielinski AIPFM

Bankers: Lloyds TSB Bank PLC
Harbour Island
24-27 Harbour Exchange Square
E14 9GQ

STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE

As the charity's trustees, you are responsible for the preparation of financial statements for each financial year which gives a true and fair view of the charity's incoming resources and application of resources for the year then ended. In preparing those financial statements, you are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. You are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Committee on: _____

Chair: _____

INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS OF ABERTOTS PLAYGROUP
FOR THE YEAR ENDED 31st MARCH 2022

I report on the accounts of the charity for the year ended 31st March 2022, which are set out on pages 3 to 5.

Respective Responsibilities of Trustees and Examiners

The charity's trustees consider that an audit is not required for this year -under section 144(2) of the Charities Act 2011 (the 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 Commission - under section 145(5)(b) of the Act, as amended- 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 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, I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

- Which gives me reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
 - Proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
 - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

C Zielinski AIPFM
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December 2022

ABERTOTS PLAYGROUP

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31st MARCH 2022

	2022 (£)	2021 (£)
Opening balances 31st March (note 4)	<u>179,654</u>	<u>157,572</u>
<u>Add: Receipts</u>		
LBTH - 2,3,4 year funding	110,003	107,728
Fees	450	1,552
TOTAL RECEIPTS	<u>110,453</u>	<u>109,280</u>
<u>Less: Payments</u>		
Wages and National Insurance (note 3)	63,475	75,641
Agency staff	7,324	
Ofsted/DBS	114	178
Insurance	413	365
Telephone	547	540
Equipment and materials	2,126	3,581
Refreshments	1,110	688
Postage and stationery	291	77
Independent examination fee	525	505
Rent	1,785	2,590
Parties and outings	223	93
Cleaning	55	639
Education and training	105	1,072
Repairs	-	29
Recruitment	300	-
Payroll fee	1,200	1,200
TOTAL PAYMENTS	<u>79,593</u>	<u>87,198</u>
Closing balances 31st March (note 4)	<u>210,514</u>	<u>179,654</u>

ABERTOTS PLAYGROUP

STATEMENT OF ASSETS AND LIABILITIES

AT 31st MARCH 2022

	2022 (£)	2021 (£)
<u>MONETARY ASSETS</u>		
Cash at bank	211,507	177,686
Cash held by EYNTH	(993)	1,968
TOTAL CASH	<u>210,514</u>	<u>179,654</u>
<u>OTHER ASSETS</u>		
The charity owns numerous items of play equipment (note 2)	2,600	3,150
TOTAL ASSETS	<u>213,114</u>	<u>182,804</u>
<u>Less: LIABILITIES</u>		
Creditors (note 8)	2,550	2,699
TOTAL LIABILITIES	<u>2,550</u>	<u>2,699</u>
NET ASSETS	<u>210,564</u>	<u>180,105</u>
Represented by:		
Equipment funds (note 2)	2,600	3,150
Designated funds (note 5)	150,000	132,000
Unrestricted funds (note 7)	57,964	44,955
	<u>210,564</u>	<u>180,105</u>

Approved by Committee: _____

Date: _____

ABERTOTS PLAYGROUP
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2022

1. Accounting Policies

The accounts are prepared under the historical cost convention, using the receipts and payments basis to comply with the Charities Act smaller charity regulations.

2. Fixed Assets

Equipment purchases have been charged to the Receipts and Payments account in the year of acquisition. A register of equipment is maintained and an estimated value shown in the statement of Assets and Liabilities based on last year plus additions, less 25% depreciation.

3. Wages

Early Years Network Tower Hamlets administer playgroup salaries. The EYNTH records have been independently audited and I have accepted assurances as to the accuracy of the salaries and grant statement provided to me.

4. Cash Balances

	2022 (£)	2021 (£)
Cash at bank	211,507	177,686
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	<u>210,514</u>	<u>179,654</u>

5. Designated Funds

	2022 (£)	2021 (£)
Sick pay and cover	60,000	65,000
Redundancy	30,000	52,000
Equipment	20,000	15,000
New premises	40,000	-
	<u>150,000</u>	<u>132,000</u>

6. Independent Examiner's Remuneration

Independent Examiner's remuneration included in accounts - £550 (£525 - 2021)

7. Reserves

The Management Committee have set aside funds to cover for sickness, as well as a redundancy fund. The unrestricted funds are necessary to cover for fluctuations in income and to ensure adequate cash flow.

8. Creditors

	2022 (£)	2021 (£)
Rent	2000	825
Independent Examination	550	525
Agency staff	-	1,349
	<u>2,550</u>	<u>2,699</u>

ABERTOTS PLAYGROUP
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FOR THE YEAR ENDED 31st MARCH 2022

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