

# **ST JOHN'S GREEN PLAYGROUP LTD**

Company number: 07301384

Charity number: 1147606

## **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023**

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# ST JOHN'S GREEN PLAYGROUP LTD

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# ST JOHN'S GREEN PLAYGROUP LTD

## LEGAL & ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 AUGUST 2023

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<b>Charity number</b>	1147606
<b>Company registration number</b>	07301384
<b>Registered Office</b>	St John's Green School St John's Green Colchester Essex CO2 7HE
<b>Trustees</b>	Tina Bourne Richard Bourne Tracey Clarke Clare Skinner
<b>Independent examiners</b>	Community360 Winsleys House High Street Colchester Essex CO1 1UG

# **ST JOHN'S GREEN PLAYGROUP LTD**

## **TRUSTEE ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2023**

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### **St John's Green Playgroup Ltd Company No 07301384**

This year we have remained at full capacity for morning and afternoon sessions and lunch sessions. Due to the increasing needs of the children in our setting, we increased staff hours at the beginning of the year. This has helped to reduce our ratio of staff to children, and also increase highly individualised care for those children with additional needs. The setting continues to have a strong relationship with external partners such as: Health Visiting team, Family Solutions and our allocated Inclusion Partner.

Our Trustees are Tina Bourne, Richard Bourne, Clare Skinner and Tracey Clarke. All Trustees have updated DBS checks and meet with the Setting Manager to check on Safeguarding, Health & Safety and other procedural matters.

Three of the Trustees remain employed at St John's Green Primary School and this enables a good connection between school and playgroup, as many playgroup users already have siblings in the school.

### **OFSTED**

An unannounced visit on 10 July 2023 resulted in an Inadequate grading for the setting. Directors and Setting Manager set to work immediately to implement an action plan addressing the 6 steps set out by the HMI. The deadline addressing these actions was set for 11 August 2023, and all actions were completed well before this deadline. Directors have monitored safeguarding training, implementation and everyday practice to ensure that children remain safe and well cared for. We are confident that when Ofsted return in the next six months that the setting will return to its previous Good judgement. We recognise the support of parents during the inspection and afterwards in helping the setting to be the positive and welcoming place for their children.

### **STAFFING**

The setting increased staffing hours this year to provide intensive support for children with additional needs. Chelsey Baker and Emma Hayes remain as Manager and Deputy Manager. We bid farewell to Wendy Battersby, who retired after more than 30 years service.



# **ST JOHN'S GREEN PLAYGROUP LTD**

## **TRUSTEE ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2023**

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### **TRAINING**

All first aid and safeguarding training is up to date. The setting manager provides termly face to face training on Friday afternoons when the playgroup is closed. Since the Ofsted visit, Chelsey has also introduced a Monday huddle, where safeguarding questions and scenarios are discussed to keep safeguarding as an integral part of daily practice.

Staff have access to a portal for Level 2 training and a log is kept of all online, course and face-to-face training undertaken.

### **MEMBERSHIP**

The setting has a waiting list as we remain full in all sessions. Our opening hours remain the same being:

Morning session – Mon-Fri, 9.00-12.00

Lunch session – 12.00-12.30

Afternoon session – Mon-Thurs, 1.00-4.00

Setting takes advantage of the FEEE2 funding and assists parents to claim this wherever possible.

### **FINANCES**

Staffing costs increased by 38% this year - due to elevation in minimum wage and resulting Employer's National Insurance contributions. The high needs of children in the setting during 2022-23 meant that staffing hours were also increased to improve the care and welfare of all children and staff.

In order to offset this exceptional increase, staff had rigorous look at consumables during the year and made savings on activities, equipment and food costs which resulted in a saving of £19,668.

All our funding comes from the local authority. We make use of IPRA and EHCP funding when this is available.

All monies have been spent to cover wages, rent, training, activities etc, in line with our ethos and mission.

# ST JOHN'S GREEN PLAYGROUP LTD

## TRUSTEE ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2023

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### SUCCESSSES OF THE YEAR

Parent surveys continue to demonstrate high levels of satisfaction with the Playgroup setting. We developed strong and supportive relationships with families facing economic disadvantage and those who may have been overwhelmed by their child's additional needs.

We held the most meetings with external agencies and parents to ensure that children were receiving the support that they were entitled to.

### MOVING FORWARD

We know that the lease agreement will be reset for the next five years and due to increases in utility costs this may prove challenging for our finances. We will continue to work hard to achieve the best value for food, equipment and activity costs during 2023/24 financial year, as this is the only area where we can reduce our costs.

We are introducing a contribution from parents for snack costs, as this is becoming standard in Nursery and PreSchool settings.

We are looking forward to our reinspection by Ofsted within the next six months and are confident of returning to the Good judgement that we previously enjoyed for many years.

The report was written by Tina Bourne and should be read in conjunction with the end of year Financial Statement.

  
\_\_\_\_\_  
Tina Bourne

20.2.2024  
\_\_\_\_\_  
Date



# ST JOHN'S GREEN PLAYGROUP LTD

## INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2023

I report on the accounts of St John's Green Playgroup LTD for the year ended 31 August 2023 which are set out on pages 6 to 10.

### **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 Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

### **Basis of independent examiner's Statement**

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 considerations 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 view given by the accounts.

### **Independent examiner's statement**

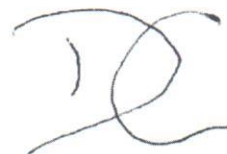
In the course of my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David Courtier FMAAT AATQB for and on behalf of:

Community360  
Winsley's House, High Street, Colchester, Essex



Date 29/04/2024

# ST JOHN'S GREEN PLAYGROUP LTD

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2023

	Note	2023 Total £	2022 Total £
<b>Incoming resources</b>			
Charitable activities	2	158,061	140,805
<b>Total incoming resources</b>		<b>158,061</b>	<b>140,805</b>
<b>Resources expended</b>			
Charitable activities	3	179,695	161,445
<b>Total resources expended</b>		<b>179,695</b>	<b>161,445</b>
<b>Net incoming resources</b>		<b>(21,633)</b>	<b>(20,640)</b>
<b>Funds at 1 September 2022</b>		55,945	76,585
<b>Funds at 31 August 2023</b>		<b>34,312</b>	<b>55,945</b>

Notes on pages 8 to 10 form part of these financial statements



# ST JOHN'S GREEN PLAYGROUP LTD

## BALANCE SHEET AS AT 31 AUGUST 2023

	Note	2023 Total £	2022 Total £
<b>Fixed assets</b>			
Tangible asset	7	10,886	15,886
<b>Current assets</b>			
Debtors		2,401	750
Cash at bank and in hand		35,067	48,664
		<u>37,467</u>	<u>49,414</u>
<b>Current liabilities</b>			
Creditors	6	14,041	9,355
		<u>14,041</u>	<u>9,355</u>
<b>Net current assets</b>		<u>23,426</u>	<u>40,059</u>
<b>Net assets</b>		<u><b>34,312</b></u>	<u><b>55,945</b></u>
<b>Funds</b>			
Unrestricted funds		34,312	55,945
		<u><b>34,312</b></u>	<u><b>55,945</b></u>

For the year ended 31 August 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies regime.

The directors declare that they have approved the accounts above.

Signed

  
Richard Bourne

Date

25/4/24

# ST JOHN'S GREEN PLAYGROUP LTD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

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### 1. Accounting Policies

#### **Charity information**

St John's Green Playgroup Ltd is a private company limited by guarantee incorporated in England and Wales. The registered office is St John's Green School, St John's Green, Colchester, Essex, CO2 7HE.

#### **Basis of the preparation of the accounts**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019). (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### **Cash flow statement**

The directors have taken advantage of the exemption in Financial Reporting Standard 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

#### **Donations and grants**

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions, which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in the incoming resources of restricted funds when receivable.

#### **Expenditure**

Expenditure on projects is treated as direct charitable expenditure. All expenditure is unrestricted.

#### **Going concern**

These accounts have been prepared on a going concern basis.

#### **Tangible fixed assets and depreciation**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

# ST JOHN'S GREEN PLAYGROUP LTD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

### Tangible fixed assets and depreciation cont.

Fixtures & fittings

25% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

### 2. Incoming resources from charitable activities

	2023 £	2022 £
Funding	143,477	128,438
Fees	14,273	12,367
Other income	311	-
	<b>158,061</b>	<b>140,805</b>

### 3. Costs of charitable activities

	2023 £	2022 £
Salaries	147,974	106,721
Professional fees	1,000	1,816
Depreciation	5,000	5,000
Dues and subscriptions	5,313	5,211
Computer costs	381	216
Activity costs	1,240	12,473
Bad Debts	-	3,466
Equipment	52	6,739
Food, supplies, etc	1,939	3,687
Insurances	1,020	644
Printing, postage and stationery	548	573
Rent or lease of buildings	13,163	13,163
Telephone	185	210
Training	1,756	1,461
Sundry expense	124	65
	<b>179,695</b>	<b>161,445</b>

### 4. Staff and key management personnel

Average staff employed during the year was 10 (2022: 11)

No employee received emoluments of more than £60,000 during the year.



# ST JOHN'S GREEN PLAYGROUP LTD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

### 5. Debtors

	2023	2022
	£	£
Debtor	1,976	100
Prepayment	424	650
	<u>2,401</u>	<u>750</u>

### 6. Creditors

	2023	2022
	£	£
Other creditors and accruals	14,041	9,355
	<u>14,041</u>	<u>9,355</u>

### 7. Fixed assets

	Fixtures & Fittings £
Cost as at 31 August 2022	25,002
Additions	-
<b>Cost as at 31 August 2023</b>	<u><b>25,002</b></u>
Depreciation as at 31 August 2022	9,116
Charge for the year	5,000
<b>Depreciation as at 31 August 2023</b>	<u><b>14,116</b></u>
<b>Net book value as at 31 August 2023</b>	<u><b>10,886</b></u>
Net book value as at 31 August 2022	<u><b>15,886</b></u>