

Trustee's Annual Report for Cynfran Playgroup for 2020-2021

Registered charity number: 1174061

Cynfran Playgroup is a registered Charity and became a CIO in 2017. We are inspected by Estyn and CIW.

We are based in Llysfaen, a semi-rural village and set within the grounds of Ysgol Cynfran. We employ two full-time staff and two part-time. Ordinarily we are able to take up to 19 children per session. Playgroup is open from 09:00 am to 3:00pm with sessions split into am, pm or full day sessions. We have excellent links with Ysgol Cynfran and some of the nursery aged children stay for dinner in Playgroup before joining the nursery class for the afternoon sessions. We are members of and supported by WPPA.

Our Aims

We aim to provide pre-school early years education for boys and girls aged 2 to 4 years of age. We aim to promote the academic, moral, social and physical development within an education setting which prepares young children for their entry into Nursery and later full-time education.

Our Objectives

The objectives of the Playgroup are the advancement of education including physical and social education.

- Enhance and develop pre-school provision.
- Extend the age range to include 2 year olds.
- Continue to support the children's education through the application of grants.
- Maintain close links with the school.

General information on Main Activities

The children engage in activities which encourage 'learning through play'. A thematic approach is offered and includes a varied programme of activities which encourage academic, social and physical development at an age and stage appropriate level. The children have access to age appropriate toys and activities which aim to develop skills, including gross and fine motor control.

The Playgroup promote health education, encouraging general hygiene routines such as hand washing and cleaning teeth. Healthy snacks are offered.

Public Benefit

The Playgroup aim to fulfil its charitable purpose which is the Advancement of Education.

- The children have access to quality education experiences which help in their global development and prepare them for their journey in to full time education in a school setting.
 - Ysgol Cynfran benefits from the Playgroup as most of the children attending will eventually go on to attend this school.
 - We provide employment for four people locally.
 - Parents of children who attend our Playgroup have the opportunity to work themselves as they can use us as a child care facility especially as we link in with the Nursery session in the afternoon and can offer full day care.
 - The Playgroup have children attending who are part of the 'Flying Start' programme.
- We have children whose parents have been able to take advantage of the 30 hour childcare offer. In addition we offer the 10 hour funded education.

The affects of the Covid 19 pandemic on the Playgroup

Finances

Grants applied for as a result of covid 19

The Playgroup receives funding from fees, Government grants, and fundraising. We also apply for grants from local businesses/organisations. Due to the Pandemic we successfully applied for funding from Moondance (£5,120) and WCVA to help keep Playgroup financially viable as it became clear that the road to recovery would stretch over months and there was uncertainty over when and how children could return to the group. The grant from WCVA comprises of an initial payment of £7,500 followed by 2,500 later in the year. Just 25% of the grant is a loan which is to be re-paid as the Playgroup returns to normal.

From CCBC we received a sustainability grant of £750.

Various HMRC JRS payments furlough

Fundraising

None due to the Covid-19 Pandemic

Grants

Moondance £ 1,440.00 PPE and associated costs

Gwynt Y Mor £903.00 Antiviral Fogger

Llysfaen Community Council £1000.00 resources

Arnold Clarke £1000.00 split between resources and additional staffing costs

Public donation £72.50

Arbed Am Byth Outdoor resources £2399.52

County £500 increased running costs due to covid

Temporary Closure

When lockdown was first announced in March Playgroup closed. There were no children of essential workers who needed the service. We re-opened September 2020 in bubble groups.

We closed briefly between January and February due to Covid-19. We re-opened after February half term.

The bubble groups stayed until July 2021.

When Ysgol Cynfran opened in June to larger groups of children Playgroup parents were contacted to see if any were needing the service. From the response back the decision was made to remain closed as there were no parents needing the service. From then plans and preparations were made to accommodate the new intake from September and adaptations to the room and plans were made in anticipation of the new Government guidelines.

During the summer term of 2021 the new build was started, this was completed and ready to move into from September .

Staff

We have four members of staff in September, we now currently employ four members of staff, two full-time and two part-time. Two staff are qualified to Level 4/5 and two are qualified to Level 3 in Childcare.

All staff are up to date with mandatory training including first aid.

One member of staff was furloughed from September , Three staff members were able to continue in work and make adaptations to the room and to planning in preparation for the return to Playgroup.

Committee and Trustees

The Committee had one meeting in the Autumn term. No other meetings took place for the rest of the year due to lockdown from March although regular contact was maintained among the Officials using phone and emails in order to prepare for the changes and updates as appropriate.

In this year we had seven members including one member who acted as liason from the school.

Cynfran Playgroup

Accounts Sept 2020 – Aug 2021

Opening bank balance on September 1st 2020

£9340.36

Term 1: 1st September - 11th December

Expenditure

Direct payment	Nest	O2	Wages	HMRC	Payroll	National Savings
Resources/ cleaning 29.99 110.93	129.53	20.94	2579.58	339.24	32.51	
Flyers 33.00 Roll/towels 56.20 PPE 139.90 Consumables 141.57 Fluid Science 900.00	121.89	20.94	3656.35	308.45	65.02	
Sand boxes 22.61 Roll, bowl, visor 28.08 Resources 107.69	134.15	20.94	3191.52	360.13	32.51 32.51	72.00
Masks 83.40 Gloves 119.70	142.60	20.94	3826.34	398.62	32.51	
ICO 35.00 CCBC 311.00						
Total 2119.07	528.17	83.76	13253.79	1406.44	195.06	72.00

Income

Fees	CCBC	Conwy Referral	Llandrillo Fcf	Cyngor Gwynedd	Grants	National Savings
	2,250.00	262.50			Moondance 1,440.00	18.00
658.15					Gwynt y Mor 903.00	18.00 18.00 18.00 18.00
603.67	300.00 1560.76 1750.00		129.60 86.20	1086.75 724.50	WCVA Grant/loan 2,500.00	
1231.88		175.00		1764.00		
Total 2493.70	5860.76	437.50	215.80	3575.25	4843.00	90.00

Transfer to Business Savings account

1,300.00

Summary

Income		Expenditure	
Fees	2493.70	Direct Payment	2119.07
CCBC	5860.76	NEST	528.17
Conwy referral	437.50	HMRC	1406.44
Cyngor Gwynedd	3575.25	O2	83.76
Grants	4843.00	Wages	13253.79
Nat Savings	90.00	Payroll	195.06
Llandrillo Fcf	215.80	National Savings	72.00
		Transfer to savings acc	1,300.00
Total	17516.01	Total	18958.29

Balance on 11 th December 2020	£7,898.08
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Term 2**From 12th December 2020 to 13th April 2021****Expenditure**

Direct payments	Nest	O2	Wages	HMRC	Payroll
Resources 183.64 Masks 53.75 TTS Group; equipment 4703.22	138.46	21.42	3807.10	380.12	
Blue roll 12.60 Resources 75.86	138.46	20.94	3284.67	398.62	32.51 32.51
First Aid 30.00 Insurance 954.68	114.84	20.94	2993.04	271.83	
Blue roll 20.60 PPE 15.00 Gloves 15.20 PPE 29.50 Small world Craft 248.43 mega blocks craft 32.98 Shed 186.95 CCBC 324.25	123.69	20.94	3625.06	316.98	
Total 6886.66	515.45	84.24	13709.87	1367.55	65.02

Transfer to Business savings account for PPE	500.00
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Income

Fees	CCBC	Conwy Referral	Llandrillo Fcf	Cyngor Gwynedd	Grants	Amazon Core
323.02	2100.00 2500.00	546.00 392.00	288.00	1323.00		
		Support Grant cymor 486.50		1953.00	500.00	15.79
140.60	487.50 60.00 300.00			479.25	HMRC JRS Grant 850.35 1137.09	
336.77	1290.00 3565.63 2100.00 2550.00	Support Grant 343.00 73.50 525.00 Theraputic play 231.00	187.20		HMRC JRS Grant 602.93	
Total 800.39	14953.13	2597.00	475.20	3755.25	3090.37	15.79

Transfer from Business savings account for resources

4703.22

Summary

Income		Expenditure	
Fees	800.39	Direct Payments	6886.66
CCBC	14953.13	Nest	515.45
Conwy referral	2597.00	O2	84.24
Llandrillo Fcf	475.20	Wages	13709.87
Cyngor Gwynedd	3755.25	HMRC	1367.55
Grants	3090.37	Payroll	65.02
Amazon Core	15.79	Transfer to savings account	500.00
Transfer from savings account for resources	4703.22		
Total	30390.35	Total	23128.79

Balance on 13th April 2021

15159.64

Term 3**From 14th April - 31st August 2021****Expenditure**

Direct payments	Nest	O2	Wages	HMRC	CCBC	Payroll
Blue Roll 14.48 PPE 32.96 3 x ride on diggers 61.18 Helmets 75.00 5 x bikes/helmets 382.50 TTS Group (resources) 2555.10 2159.57	132.67	21.23	3708.85	353.54		32.51 32.51
Blue Roll 14.48 5 X baby bikes 106.20 Consumables 107.25 6 x kindle 419.94	144.52	21.23	7189.98	405.88		32.51
Refund 64.00	144.52	21.23	3604.28	336.47 340.15	329.99	32.51
Distance tape 2.98 Blueroll 14.48 seesaw (ebay) 35.69 Playhouse ent. 59.49 Pirate ship 234.94 WCVA 43.82	130.54	21.23	2847.07			32.51
Consumables 13.24 Consumables/ uniform 367.12 Wipes 7.79 4 x armchairs 97.60 24 seats& tray 331.89	130.91			341.78		
Total 7201.70	683.16	84.92	17350.18	1777.82	329.99	162.55

Income

Fees	CCBC	Conwy Referral	Llandrillo Fcf	Cyngor Gwynedd	Grants/ Donation	National Savings	Amazon Core
924.67				2079.00 1350.00	Arbed am Byth 2399.52 HMRC JRS Grant 515.65	9.00	

98.47	2325.0	Support grant cymor 490.00	129.60 172.80	1458.00	Llysfaen Community Council 1000.00	24.00	10.88
426.32	930.00	Support grant cymor 262.50	172.80				
27.57		227.50 612.50	86.40	2322.00 868.50	Arnold Clarke 1000.00 Donation 72.50		
	2287.50						7.50
Total 1477.03	5542.50	1592.50	561.60	8077.50	4987.67	33.00	18.38

Summary

Income		Expenditure	
Fees	1477.03	Direct Payments	7201.70
CCBC	5542.50	Nest	683.16
Conwy referral	1592.50	O2	84.92
Llandrillo Fcf	561.60	Wages	17350.18
Cyngor Gwynedd	8077.50	HMRC	1777.82
Grants/Donation	4987.67	CCBC	329.99
Amazon Core	18.38	Payroll	162.55
National Savings	33.00		
Total	22290.18	Total	27590.32

Balance on 31 st August 2021	9859.50
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Summary

Balance carried forward	Income	Expenditure
£9340.36		
	17516.01	18958.29
	30390.35	23128.79
	22290.18	27590.32
Total	70196.54	69677.40
Total + start balance	79536.90	
Less expenditure	9859.50	

Balance on 31st August 2021	9859.50	
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Business savings account	
Balance on 1 st September 2020	9170.15
Interest	+ 0.82
Balance on 31 st August 2021	6267.50

PayPal starting balance

Income	Expenditure	
Fees £ Refunds £	Shopping £	Carried forward from previous balance £
Total £	Total £	Total balance £

Accounts Verification for Cynfran Playgroup

I have examined the relevant documents relating to Cynfran Playgroup's accounts.

In my opinion the attached summary of transactions give a true and fair view of it's financial transactions from September 2020 to August 2021 and of the balance in hand at the latter date.

Signed Anne Baker

Position..... Teacher

Date 12th July 2022