HOLDING TRUSTEES'REPORT 2023

There are presently 2 holding trustees; myself Diane Taylor and Patrick Turner who became a trustee earlier this year, although has been helping out for some time before that. Until more recently, we had a third trustee, Ronnie Thornton who resigned earlier this year for personal reasons. Briefly, the trustees are responsible for the playgroup building, but are involved in other aspects of playgroup's life as well as attending committee meetings.

The maintenance of the building is ongoing, with the trustees carrying out an annual inspection each summer to highlight any general maintenance problems. This year's inspection revealed relatively little repairs were needed although a number of window cills needed revarnishing and this has been completed. Additionally, a replacement finger guard is needed and has now been ordered and repairs to the sandpit roof have been identified - some of the tiles have lifted and part of the ply wood is rotten and needs replacing. Quotes are being obtained.

During the past year, the major project was replacing the trim trail. The annual safety inspection found some of the timbers rotten and it became a priority to replace this outdoor equipment. The new trim trail was installed in November last year and is well used and enjoyed by all the children. Playgroup continues to fundraise to cover the large capital outlay. We also identified a fundraising opportunity with the charity pot from the Gransden Airshow, which secured some new bikes for the playground.

Other projects considered during the year included enclosing one section of the veranda to make the veranda area more usable in all weather conditions, as well as replacing the rotten fencing around the bio disk. These projects are presently on hold but will be revisited once funds allow. The trustees are also looking into the cost of solar panels and funding sources.

During the year, general maintenance has included boiler repairs, cutting the playgroup hedge (for which we have found a new, good value contractor) and repainting the fencing. The fence painting was undertaken with the help of playgroup staff, committee members and parents. It's not quite finished, but nearly there.

The relatively quiet summer break, was interrupted by a water leak, leaving repairs needed to pipes, electrics and ceilings both in the extension and the children's toilets. Thankfully, despite the leak flooding the red room, the carpet did not need replacing. However, the flooring to the children's toilet area has lifted in a couple of places and may need replacing. After repairing the leaks and making safe the electrics, work is underway to repair the damage and temporary measures enabled Playgroup to re-open at the beginning of the Autumn term as normal. My thanks to Cindy for being available to gather the professionals for the emergency repairs and to Sharon for dealing with the insurance claim, although not all the damage will be covered by the insurers.

On behalf of myself and Patrick, I would like to thank Cindy and all the staff for their hard work and dedication over the past year in continuing to provide such a wonderful environment for children to flourish. Playgroup would not be the fantastic place it is without such committed staff. Thanks also to Sharon for all her support, not least keeping up with all Playgroup's paperwork and admin.

Finally, I would like to thank Ronnie for all her hard work and enthusiasm during her 12years+ as a custodian trustee. Her vast experience with nurseries and playgroups has helped enormously in her role as well as her ability to find the right contractors to carry out the numerous maintenance

and capital protects over the years. I am sorry to see Ronnie leave this role but equally pleased to be working with Patrick as co-trustees.

Diane Taylor
September 2023

GREAT GRANSDEN PRE-SCHOOL

INCOME & EXPENDITURE STATEMENT

		2023	2022	NOTES
Fees (incl grants & lunch)		145,668	138,653	5.0% increase
Events		853	42	
Fund Raising		1,367	1,933	
Misc (including donations)		2,532	108	
		150,421	**140,736**	6.0% increase
Wages	Staff	125,188	115,654	12% increase
	Cleaning Costs	2,555	2,050	
	Admin Wages	5,127	5,596	
Utilities		4,577	4,599	
Education		7,452	6,614	
Equipment		0	0	
Fund Raising		0	156	
Office		5,884	9,566	
Sundries (incl Tesco)		2,140	1,273	
Maintenance		3,692	10,510	
		156,617	**156,019**	0.3% increase
Trim Trail		8,954		
NET EXCESS / (DEFICIT)		**(15,150)**	**(15,282)**	

CAPITAL ACCOUNT

Opening balance	**85,683**	**100,761**
Adj to opening balance**		(28)
Excess / (Deficit)	(15,150)	(15,282)
Interest received	678	232
Closing Balance	**71,210**	**85,683**

Represented by

Current account	2,840	17,990
Nationwide 1 yr Saver (1)	11,041	10,859
Nationwide 1 yr Saver (2)	11,103	10,919
Cambridge BS savings	46,227	45,914
	71,210	**85,683**

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Onecom payment 31/3/21 not included in 2022

Simple Solutions
(Cambs) Limited

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Great Gransden

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15 June 2022

Dear Sharon,

Please find my comments as independent examiner for the Accounts ending 31st March 2023 below:

Although as you know, an audit is not strictly necessary under the terms of the 1993 Charities Act, I believe it is good policy to continue to follow basic audit procedures as I have done in the past.

This was the second year of using Xero and I am pleased to report that everything is looking neat and tidy within the Profit & Loss account.

I made three amendments to coding – 2 x printer ink from IT to Printing & Stationery and transferred Mr Marvel to Entertainment 100% business. I also added in the annual interest for the Cambridge Building Society account.

I found no errors or issues that caused concern with the way the accounts are administered but I did find one duplication of payment that will need to be sorted out. This was for an Amazon purchase of a Pop-up Gazebo costing £118.99. The purchase of this item was refunded to Cindy on both the 21/6/22 and the 5/7/22 in two separate expense claims. Please have a look at the transactions in question and if you agree that the refund was duplicated, make the necessary adjustment.

Everything was, as usual, extremely well documented and clear to follow.

If there is anything arising from my examination that you would like to discuss, please don't hesitate to contact me.

Sincerely,



Sue Chase
Director