

THE EARLY YEARS PLAYGROUP

England & Wales · Charity number 700962

Details

Other names	FREDERICK HARRISON PLAYGROUP
Status	Registered
Legal form	Other
Registered	1988-12-08
Register	View on the Charity Commission register

Contact

Address	44 Frederick Road Stapleford Nottingham NG9 8FN
Phone	01157795017
Email	enquiries@earlyyearsplaygroup.co.uk
Website	http://www.earlyyearsplaygroup.co.uk/index.html

Activities

Objects: TO ADVANCE THE EDUCATION OF CHILDREN BELOW COMPULSORY SCHOOL AGE BY:- A) PROVIDING SAFE AND SATISFYING GROUP PLAY, IN WHICH PARENTS HAVE THE RIGHT TO TAKE PART. B) ENCOURAGING OTHER CHARITABLE ACTIVITIES THROUGH WHICH PARENTS MAY HELP THE CHILDREN. C) FURTHERING THE AIMS OF THE PRE-SCHOOL PLAYGROUPS ASSOCIATION.

Activities: To advance the education of children below compulsory school age by:- providing safe and satisfying group play in which parents have the right to take part- encouraging other charitable activities through which parents may help the children- furthering the aims of the Pre-School Learning Alliance

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People

Geography

- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31		-	-	-
2024-07-31	£124,414	£118,424	-	-
2023-07-31	£104,655	£99,871	-	-
2022-07-31	£65,663	£76,507	-	-
2021-07-31	£79,799	£68,103	-	-
2020-07-31	£101,763	£79,178	-	-

Trustees

Name	Role	Appointed
Fay Harding	Chair	2015-09-01
Gareth Brian Fisher		2014-01-09
Hayley Simpson		2022-09-01
Leighann McCulloch		2018-11-01
Sarah Ann Turnbull		2016-07-07

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Accounts

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**Charity No: 700962
OFSTED No: EY 450856**

Tel: 07939852907



Annual General Meeting
Via Zoom on 04.12.2024 @ 8pm

Attending
Committee

Fay Harding (Chair)
Gareth Fisher (Treasurer)
Sarah Turnbull
Leighann McCullough (Parent Committee)
Kariss Parkes

Parents attending;

All parents informed and invited.

Staff

Rachel Brown (Temp Manager)

Apologies

Helen Gent (Vice Chair) - position in review, HG to step down due to having a paid position within the setting.

Hayley Simpson (Manager) – on Maternity Leave

Minutes

Agenda Item	Notes	Actions
Committee Welcome	Committee members arrived at 19:00. Introductions. Intro to charity commission and committee for parents/new members. Minutes read and agreed.	
Apologies	H. Gent, H. Simpson (see above)	
Voting Members On/Off Committee	Chair – FH; proposed GF by seconded by ST Vice Chair – No current member proposed. Treasurer – GF; proposed by RB seconded by FH Secretary – KP (new member); proposed RB by seconded by FH – to take on this role when paperwork completed and FH to continue with role until this time. HG will be stepping down as parent committee member as of this meeting due to a) no longer has a child at the setting b) has taken on a paid staff role. The following additional members were voted to remain on the committee; Sarah Turnbull Leighann McColloch	

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	<p>Hayley Simpson – Manager/Staff Rep Lauren Hall – Staff Rep</p> <p>New Parent Members; Kariss Parkes Clarisse Arubasa</p>	<p>FH/RB to support with Ofsted confirmation/EY2. DBS completion.</p>
<p>Chair’s Report</p>	<p>Another fantastic year at Early Years with lots to celebrate.</p> <p>We have had some challenges around staffing and changes to circumstances for the team which have meant changes to hours and staff, as always have been committed and flexible to enable the setting to continue to run smoothly.</p> <p>Numbers are really good and we are excited about the coming year which promises to be another full of achievements and reason to celebrate our amazing setting.</p> <p><u>Staffing</u> Hayley and Kristina went off on maternity leave and both had healthy babies, we wish them all the best for the remainder of their leave and look forward to welcoming them back at Easter time.</p> <p>To support us around changes to staffing, Emma Steel joined the team in a practitioner role and Tina Reddish and Helen Booth joined the team on a temporary basis to support around maternity leaves and long term sickness. Tina in a practitioner role and Helen in the administrator role. All 3 have settled into the team well and have been a really great addition to our team, we in the committee really value them and the rest of the team for making the transition a positive one.</p> <p><u>Extra Sessions</u> The parent and toddler group has continued to run and has been a really positive addition, we have had families not on roll who have attended and it has meant we have had new families join the setting after attending the group so it continues to be a positive way of marketing the setting.</p> <p>Assessed interest in holiday clubs with parents but not enough interest to warrant running again this year...we will continue to look at need for future</p>	



	<p>holiday clubs and additional hours liaising with families and assessing interest.</p> <p><u>Setting updates</u> Despite rent returning to normal in January following the reduced rate through COVID it has continued to be offered at a really good rate and we are grateful to Charles for supporting us around this. He has also paid for the emergency signs we needed for the setting to meet health and safety standards.</p> <p>We as a committee are really pleased with the numbers of families we are onboarding and the feedback which continues to come in from celebrating how wonderful the setting is and the progress children who attend are making.</p> <p>I (Chair) attended the committee forum which is offered every 4 months these have been very useful in us getting updates and information about changes/funding as well as research and opportunities for Early Years settings. Also a good way to network with other committee members across the county.</p> <p>Once again we thank all the staff team and the committee for their commitment over the year which means we can continue to run our setting and offer the best childcare to our families.</p>	
<p>Managers Report</p>	<p><u>This year...</u> Children have done all sorts of exciting things this year. In November last year, had a playgroup trip to the theatre at Highfields to see Going on a Bear Hunt. We used Helpful Bureau to support with transport to the tram stop as bus hire was too expensive. Was a fantastic trip which the children (and staff!) really enjoyed. Some really great feedback from families. We had hoped to do the same this year but have not been able to align with dates and showing times. Will continue to research/review these kinds of trips in the coming year.</p> <p>Christmas celebrations and fundraising are underway for this year. Last year we put on a full Christmas dinner for all the children. Staff worked</p>	



	<p>really hard preparing and cooking food. Children seemed to enjoy the meal but there was lots of wastage and we are not likely to do this again in the same way. GF dressed as Santa again and all the children had a gift at the Christmas party which as always was a really lovely day.</p> <p>Spring - Easter celebration raised funds for the setting. We had a lovely Easter event with lots of positive feedback and our annual Easter Bonnet Competition was a big success.</p> <p>We applied for and were granted a £250 donation from the council to put on a Coronation event which went amazingly. We used St Helens hall and had a lovely party with children, families and members of the community.</p> <p>We will continue to apply for grants and look at celebrating special occasions throughout the coming year.</p> <p>In the Summer we had our stall at Hemlock Happening. Nice to see families out and about and talking about our setting, sharing positive feedback and encouraging people to sign up. This resulted in a few sign ups but none who started at the setting. Decision to not attend this summer as numbers are looking really good and the staffing and organisation of attending such an event are great.</p> <p>In July we said goodbye to 17 of our children to go to school. We had our yearly send off 'Graduation' which was very well attended by families, with a chippy lunch, photo's and celebration of the children's time at Early Years. A few tears were shed as we waved children off on their next adventure.</p> <p><u>Staff team</u> This year we said goodbye to our manager Hayley and admin Kristina as they went off on Maternity leave at Easter and May and we welcomed their babies in May and June. We welcomed 3 new staff members as well to support with cover whilst staff were on maternity leave - Emma, Tina and Helen have all joined us.</p>	
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	<p><u>Fundraising</u></p> <p>We have continued to raise funds for our sensory area throughout the year and have plans to get this set up and available for children to use by the summer. Committee and staff have been discussing ideas and looking at resources. Once we have the sensory space complete we will identify a new project for fundraising.</p> <p>Parents have been brilliant in giving donations throughout the year.</p> <p><u>Children and Families</u></p> <p>We had 38 children on roll, there was some concern at June time due to the amount of children leaving for school. We have however had lots of new families joining and numbers are really healthy, the best they have been since pre COVID, possibly ever. New children have settled in really well and we are doing lots of multi-agency work with professionals to support children we have on roll with additional needs.</p> <p><u>What's coming up?</u></p> <p>We have plans for craft stay and play sessions across the festive period which have been a success in the past.</p> <p>Christmas party – we plan to put on some food, traditional party games and a visit from Santa AKA Gareth Fisher (Treasurer). Children (and staff!) are welcome to wear festive attire throughout December. Children will be part of decorating the nursery this year.</p> <p><u>Achievements</u></p> <p>We have had environmental health in today – we were pleased to be awarded 5 stars which we will publish and display in the setting.</p> <p>We have won an award as every practitioner in the setting is now paediatric first aid trained – this is an achievement above and beyond requirements in relation to first aid training.</p> <p>In June we were nominated for an county childcare award and later were informed we won Best childcare provider in Nottinghamshire. Something to really celebrate.</p>	
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<p>Treasurer's Report</p>	<p>There has been a small increase in reserves £100, revenue has gone up but so has costs. Payroll has increased a lot, head count, maternity national minimum wage. No capital investment. Met and looked at costs and fees. Cost of living is impacting across the board. Fee increases - need to look at this in the coming year, we have increased by £2.50 in 9 years so continue to be competitive in our rates and private nurseries are much more expensive.</p> <p>Increase in children. No reason to be concerned about any future costs.</p> <p>Part of the reason we can keep costs down is rent is at a really good rate.</p> <p>We continue to access donations from parents/community, grants and other funds to support the setting.</p>	<p>GF to send full financial report for minutes.</p>
<p>Any Other Business</p>	<p>Discussed onboarding processes for new committee members and skills that new members can offer. Financial advice/debt management, admin HR, event organising, IT solutions/software, baking.</p> <p>Shared need for more committee members and people to step into roles - vice chair/secretary.</p> <p>Reminder about committee roles and ratio's, what is required etc.</p> <p>Fay Harding informed the team that this would be her last year on the committee and she would be stepping down at the next AGM.</p> <p>Sarah and Gareth intend to remain on the committee until the lease runs out in 2025.</p>	
<p>Date of Next Meeting</p>	<p>2024 Committee Meetings</p> <p>7th February 7:45 Th 25th April 7pm 10th July 7:45 25th September</p>	

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	AGM 6 th November	
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Fed back re:

Discussed the space offered to parents

Committee commitment puts people off.

Move to summer term - possibly. Canvas parents as to why they were not wanting to come.

Training with other pre-schools. All settings are struggling to recruit.

Evidencing that we are still trying to recruit.

Discussed the Employment Tribunal and outlined the claim and where we are with this.

Gareth stepping down from

Chair – nominated by GF seconded by HS

Treasurer – GF stepping down as of this AGM. No nominations – GF is Hayley to complete the Payroll etc before finishing. Someone needs to be set up for HMRC in order for Gareth to

Possible that SR will be able to pick this up. Payroll and accounts -

Vacant as of today's meeting

Secretary – vacant; FH/HS to continue with this role.

Members;

Kariss – nominated by FH, seconded by HS

Leighann – nominated by HS, seconded by FH

Sarah – nominated by FH, seconded by KP

Gareth I will take you of Ofsted register and charity commission site by 31.12.24. Close access down by this date and return all paperwork etc.

Numbers are creeping up. Discussed hidden fees and resources.

Treasurers and managers and Chair to be added. Will be needed for the end of year reporting.

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Date to get together in January – Friday 17th Jan.

Thank you to Gareth and appreciations offered for his service to the Playgroup.

2023/24 Finance Report

Over the course of August 2023 to July 2024 there has been a increase in the reserves of the playschool of £5,841.92 being the difference of what we held at the bank and in cash less unpaid costs year on year (£152,942.01 less £147,100.09).

The increase in demand for places has continued. This year income has risen 18.9% year on year. This increase of £19759.58 has been driven largely by higher council funded income £12,461.58 12.8% with income from parents increasing £7,298 104.7%.

Expenditure has increased 18.6% year on year by £18,556.46. This is largely driven by the directly related payroll £12,956.11 and costs £5,535.90 103%.

Payroll costs have seen a year on year 15.6% increase driven by increased hours, minimum wages and changes to national insurance. Changes in roles and structure along with sickness and starters and leavers have also impacted.

No significant capital investment has been made to the property.

Future issues

We have met to review our costs and fees which we need to continue to do.

Cost of living / Inflation is likely to have an impact on the costs and demand for places and additionally local competition has also been changing also creating a risk to the playschool. Despite this currently we have a relatively high number of children and so I can see no reason why the costs or revenues should change drastically in the following year other than for the known rent and payroll cost increases e.g., the National Living / Minimum Wage and Pension enrolment.

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Changes in Government provisions are also driving higher demand and we have made places available to take advantage of this higher demand.

Gareth Fisher – Treasurer

24th September 2024

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Annual General Meeting

Held at Early Years Playgroup and accessible via Zoom on 18.11.2023 @ 7pm

Attending Committee

Fay Harding (Chair)
Gareth Fisher (Treasurer)
Sarah Turnbull
Leighann McCullough (Parent Committee)

Parents attending;

All parents informed and invited.

Kariss Parkes
Clarisse

Staff

Rachel Brown (Temp Manager)

Apologies

Helen Gent (Vice Chair) - position in review, HG to step down due to having a paid position within the setting.

Hayley Simpson (Manager) – on Maternity Leave

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	<p>Sarah Turnbull Leighann McColloch Hayley Simpson – Manager/Staff Rep Lauren Hall – Staff Rep</p> <p>New Parent Members; Kariss Parkes Clarisse Arubasa</p>	<p>FH/RB to support with Ofsted confirmation/EY2. DBS completion.</p>
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<p>Managers Report</p>	<p><u>This year...</u> Children have done all sorts of exciting things this year. In November last year, had a playgroup trip to the theatre at Highfields to see Going on a Bear Hunt. We used Helpful Bureau to support with transport to the tram stop as bus hire was too expensive. Was a fantastic trip which the children (and staff!) really enjoyed. Some really great feedback from families. We had hoped to do the same this year but have not been able to align with dates and showing times. Will continue to research/review these kinds of trips in the coming year.</p>	

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Staff team

This year we said goodbye to our manager Hayley and admin Kristina as they went off on Maternity leave at Easter and May and we welcomed their

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	<p>relation to first aid training.</p> <p>In June we were nominated for an county childcare award and later were informed we won Best childcare provider in Nottinghamshire. Something to really celebrate.</p>	
<p>Treasurer's Report</p>	<p>There has been a small increase in reserves £100, revenue has gone up but so has costs. Payroll has increased a lot, head count, maternity national minimum wage. No capital investment. Met and looked at costs and fees. Cost of living is impacting across the board. Fee increases - need to look at this in the coming year, we have increased by £2.50 in 9 years so continue to be competitive in our rates and private nurseries are much more expensive.</p> <p>Increase in children. No reason to be concerned about any future costs.</p> <p>Part of the reason we can keep costs down is rent is at a really good rate.</p> <p>We continue to access donations from parents/community, grants and other funds to support the setting.</p>	<p>GF to send full financial report for minutes.</p>
<p>Any Other Business</p>	<p>Discussed onboarding processes for new committee members and skills that new members can offer. Financial advice/debt management, admin HR, event organising, IT solutions/software, baking.</p> <p>Shared need for more committee members and people to step into roles - vice chair/secretary.</p> <p>Reminder about committee roles and ratio's, what is required etc.</p> <p>Fay Harding informed the team that this would be her last year on the committee and she would be stepping down at the next AGM.</p> <p>Sarah and Gareth intend to remain on the committee until the lease runs out in 2025.</p>	

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Date of Next Meeting	2024 Committee Meetings 7 th February 7:45 Th 25 th April 7pm 10 th July 7:45 25 th September AGM 6 th November	
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2022/23 Finance Report

Over the course of August 2022 to July 2023 there has been a small increase in the reserves of the playschool of £1,840.95 being the difference of what we held at the bank and in cash less unpaid costs year on year (£147,100.09 less £145,259.14).

This year income has risen 59.4% year on year. This increase of £38,991.38 has been driven largely by higher council funded income and a general increase in demand for places.

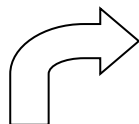
Expenditure has increased 30.7% year on year by £23,509.37. This is largely driven by the directly related payroll £22,117.59 and rent £4,621.42. The rent increase is related to support we received from the landlord post covid in the prior years accounts rather than an actual increase in rent.

Payroll costs have seen a year on year 36.4% increase driven by increased hours, minimum wages and changes to national insurance. Changes in structure and higher costs were incurred in covering two roles due to Maternity.

No significant capital investment has been made to the property.

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2021/2022 Income & Expenditure		Banking
Opening Balance	01/08/2021	(157,843.99)
Adjustment Payroll	July Payroll	1,741.84
Adjustment Expenditure		
Adjustment Income		
Adjusted Opening Balance		(156,102.35)
Income		(65,663.43)
Expenditure		76,573.39
Closing	31/07/2022	(146,334.93)
Adjustment Payroll		701.86
Adjustment Expenditure		
Adjustment Income		
Adjusted Closing Balance		(146,232.17)
Movement		9,878.18

2022/2023 Income & Expenditure		Banking
Opening Balance	01/08/2022	(146,934.03)
Adjustment Payroll	July Payroll	1,674.89
Adjustment Expenditure		
Adjustment Income		
Adjusted Opening Balance		(145,259.14)
Income		(104,654.81)
Expenditure		99,870.65
Closing	31/07/2023	(147,245.45)
Adjustment Payroll		145.36
Adjustment Expenditure		
Adjustment Income		
Adjusted Closing Balance		(147,100.09)
Movement		(1,840.95)

Future issues

We have met to review our costs and fees which we need to continue to do.

Cost of living / Inflation is likely to have an impact on the costs and demand for places and additionally local competition has also been changing also creating a risk to the playschool. Despite this currently we have a relatively high number of children and so I can see no reason why the costs or revenues should change drastically in the following year other than for the known rent and payroll cost increases e.g., the National Living / Minimum Wage and Pension enrolment.

Changes in Government provisions are also driving higher demand and we have made places available to take advantage of this higher demand.

Gareth Fisher – Treasurer

16th November 2023

The Old Lace Mill,
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NG9 8FN

www.earlyyearsplaygroup.co.uk

Charity No: 700962

OFSTED No: EY 450856

Tel: 07939852907



THE EARLY YEARS PLAYGROUP

England & Wales - Charity number 700962

Accounts

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Meeting

Held at Early Years Playgroup and accessible via Zoom on 09.11.2022 @ 7:30pm

Attending Committee

Fay Harding (Chair)
VACANT (Vice Chair)
Gareth Fisher (Treasurer)
Sarah Turnbull
Helen Grant (Nate's Mum) - new to committee
Leighann McCullough (Parent Committee)

Parents attending;
No Parent Attendees

Staff

Hayley Simpson (Manager)

Apologies

Jo Lindley (Secretary)
Rachel Brown (Staff)

Minutes

Agenda Item	Notes	Actions
Committee Welcome	Committee members arrived at 19:30. Introductions. Intro to charity commission and committee for parents. Minutes read and agreed.	
Apologies	JL - family illness	
Voting Members On/Off Committee	Chair - FH; proposed LM by seconded by GF Vice Chair - HG ; proposed by FH seconded by HS Treasurer - GF; proposed by LM seconded by FH Secretary - FH/HG; proposed by HS seconded by ST Jo will be stepping down as staff committee member as of this meeting. The following members were voted to remain on the committee; Members; Sarah Turnbull Leighann McColloch Hayley Simpson - Manager New Parent Members; Helen Grant	Awaiting Ofsted confirmation. DBS completed.
Chair's Report	Thanked everyone for coming.	

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	<p>Explained AGM process and structure.</p> <p>Feels as if we came into this year at the tail end of a really challenging time.</p> <p>We have seen committee members come and go. Jo is leaving us as of this meeting. She has been with us for a number of years; one of our long standing members who stepped into the Chair role and leading us through the time of COVID and lockdown. We thank her for the expertise and skills she brought to the role, for her dedication and support and we will be sad to lose her.</p> <p>We also lost our lovely Kate, another long standing committee member who was a real asset to playgroup, taking a lead on fundraising, promoting and bringing her creative flair to the setting.</p> <p>This year has also seen the huge transition that came with Karen's departure at Easter - she has retired and I imagine grateful of the free time she can spend with her family and grandchildren especially.</p> <p>Hayley has stepped into the Manager position and she has been fantastic, we were so lucky to have her in the setting to be able to 'smoothly' transition into the manager role.</p> <p>What Hayley brings is invaluable, she is dedicated, committed and pragmatic, and has been the force behind much of the successes we have seen this year. We are lucky to have her.</p> <p>We have also had Kristina join us as administrator and she has supported the setting to become more organised and efficient.</p> <p>Lauren joined us as part of the team and has settled really well into the team and knows her key children well and is encouraging growth and development.</p> <p>Kate has moved into a paid role and we are pleased to have her time and commitment to the children whist she completes her level 3.</p>	
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	<p>This has been a really prominent part of the positive feedback that we have had this year, children are really growing at our setting and feedback from parents and outside professionals has been really positive.</p> <p>Staff have all worked really hard and shown their commitment and dedication to improve our offer to children, cleaning out the loft in the summer and getting rid of old tired toys and resources.</p> <p>Hayley has shared some of the amazing things that the children have been doing this year. Offered some really amazing opportunities for children to do things they might not always have the opportunity to do.</p> <p>Our presence in the community has been improved with some really good outcomes. Families are being supported through difficult times in lots of different ways, Hayley in particular has been amazing in offering emotional support to families who are struggling and has been brilliant in managing some challenging safeguarding issues with professionalism and empathy.</p> <p>I am really proud of the staff, setting and children for all they have achieved this year. Our commitment to offering affordable, high quality care and education for the children and families in the community has always been our priority and this year we have really shown up and demonstrated this consistently and I know we can continue this into the coming year.</p> <p>Thank you to everyone for all your hard work and commitment.</p>	
<p>Managers Report</p>	<p><u>Managers' Report</u></p> <p>It's been a busy, fun year at Early Years Playgroup! Lots of great achievements to be proud of and children making excellent progress.</p>	

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	<p>We have received lots of positive feedback from Children, Parents and outside agencies.</p> <p>The lovely ladies have all worked hard and have showed great practice, dedication and enthusiasm. Everyone has been eager to get back to the 'Norm' after covid, after a challenging previous year, providing more events for parents to be a part of and access the community once more.</p> <p>Our numbers have increased from 23 to 33 this past year. We currently have 33 on roll. We are a 40 place setting.</p> <p>We currently have:</p> <ul style="list-style-type: none">8 Children who are 30 hour funded7 Two year olds who are 15 hour funded9 3 and 4 year olds who using their 15 hour entitlement9 Paying families4 Children who pay for extra sessions1 child receiving Tax Credits. <p>Events</p> <p>We have celebrated and carried out some wonderful events this past year.</p> <p>Last December we were able to risk assess and action plan safely, 2 Christmas Craft sessions where parents and family members were able to come along and get their creativity on, designing Christmas decorations with the children. Lots of positive feedback from this and this is something we are going to do again this year, with many parents putting their names down to participate!</p> <p>Last year we filmed our Christmas Nativity. Children dressed up as Nativity characters with outfits we had. They signed and sang the</p>	
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Christmas story and we sent this out to parents. Again, lots of lovely feedback. This year we will be welcoming parents into the setting to watch our Christmas sing along. We are thrilled that we are able to do this! This falls on Christmas jumper day so everyone is welcome to dig theirs out if they have one or wear Christmas colours as an alternative.

This April we said a sad farewell to Karen Morley, Early Years Manager, and wished her all the best in her retirement. She was presented with gifts from the staff and committee by Councillor Richard Macrae. She has been an amazing asset to the Playgroup and will be missed.

In April we held our Easter sing along and fundraiser. This was a lovely opportunity for parents to come in and watch their child, grandchild, nephew or niece to sing some Easter songs. Lots of families attended this event. Playgroup and Committee provided refreshments and a tombola to raise funds for Early Years.

We held Our Sports Day at St Helens Churchyard. This was so much fun. I don't quite know who had the most fun or who was the most competitive, Children, Staff or Parents! All I can say is that everyone had a fantastic time! There were a variety of sports activities set up by the staff and came together for races and team tasks at the end. Free refreshments were also provided for all.

We have held parent stay and play sessions, where families can come into the session and get to see and experience what Early Years is all about. It has been a great opportunity to further strengthen our relationships with families. They were able to see their children interact with the staff and their friends and gave them

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	<p>opportunity to ask any questions.</p> <p>We held a small graduation for children leaving for school. Families were once again invited in to celebrate their graduation from Early Years. Children were presented with certificates, badges and a photo of when they started to present day, along with a leaver's poem. Parents were also presented with a poem. It is fair to say, there wasn't one dry eye on the premises and I struggled to deliver my speech.</p> <p>We have celebrated the Queens Jubilee, holding a party for the children. They created their own decorations for the event and wore red, blue and white clothing. Some even dressed as royalty for the day.</p> <p>Also, a summer party was held for the children. They ate party food, joined in party games and we even had a Disco company come in and play some great tunes.</p> <p>Before the Summer we organised a trip to Wollaton Park. Children, staff and families went by bus. Children were thrilled to go on a bus.</p> <p>Everyone took their own picnic, explored the grounds of Wollaton Park and were entertained by Sarah Turnball's beautiful boys. Big Thank you to Sarah, one of our lovely committee members, for her support with the trip and assisting on the day.</p> <p>We have been running the Toddler Group in the holidays which has been a success. This has been accessed by families who attend and others from the community. From running the group, we have also had parents sign their children up to the Playgroup!</p>	
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	<p>Toddler Group dates have been set for the next year as there is a demand for our service.</p> <p>We have had open days throughout the year.</p> <p>We have held parent meetings throughout the year, updating parents on their child's progress and setting next steps alongside them. Regular feedback is given daily, however these Parent Meetings are something we feel and the families feel are of great benefit. We will definitely continue to do this. Even through Covid we carried these out by setting up a table and chairs in our outdoor area and masking up.</p> <p><u>So what's coming up?</u></p> <p>We have plenty more experiences on the agenda.</p> <p>Some of our children will be attending Remembrance service in Stapleford, where they will lay the poppies and wreaths, they have created themselves.</p> <p>Children will have the opportunity to wear Yellow for Children In Need. They will have the opportunity to participate in Children In Need crafts and experiences.</p> <p>We have a trip to Lakeside to see " We're Going On A Bear Hunt"</p> <p>At Early Years we continuously promote kindness. We will be participating in Kindness Day.</p> <p>We will be celebrating Nursery Rhyme Week. Lots of singing opportunities, making up our own rhymes and creating our own props.</p>	
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	<p>A Christmas service at St Helens. Two Christmas Craft days for parents to come and participate in. Our Christmas sing along. Christmas Dinner Day. Christmas Party Day.</p> <p><u>Funding/Grants</u> This Year we applied for a grant to help boost our outdoor play area and outdoor resources. We were successful and received £250 from Stapleford Group.</p> <p>Some of this money has been spent on a mud Kitchen and a variety of outdoor equipment to support children with their learning and development.</p> <p>We will be fundraising at Christmas. Any money from this will be put towards a sensory space/ wellbeing room for all children to enjoy and access.</p> <p>We have been in contact with local businesses and politely asked for any kind of donations they are able to offer where possible. We do understand people at this moment in time are being stretched financially. We have received some vouchers from Andy's Fish Bar, Vivo and Poundstretcher. We have a lovely lady who makes bows that is willing to donate some of her products. And a very kind Parent who is helping us out with Boots donations.</p> <p>We are hoping to create an assortment of hampers and raffle all prizes off.</p> <p><u>Donations</u></p> <p>We have received generous donations of clothes and toys from Parents past and present. They have been gratefully received and been loved and enjoyed by the children.</p>	
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Staffing

We had Lauren Hall join our team last November as an Early Years Practitioner. Kristina King has also joined our team as our Administrator. Both have settled well into Early Years and are a great asset to our team.

I became Manager from Deputy Manager when Karen retired. A role I am thoroughly enjoying. I have been well supported by the team in my new role and would like to thank each and every one of them for this.

We have Kate Sermon who has previously volunteered for us, now working on our team. She is working towards her Level Three in childcare and I am currently supporting her with this. She is amazing with the children and has a great attitude towards her duties.

Rachel Brown has joined our committee team as staff representative, and we now welcome Helen Grant onto our Committee. Helen is a parent of Early Years and we can't wait to have her input on our wonderful setting.

Staff are continuously working hard, providing the best experiences for children and our families.

They continuously demonstrate great practice and I am proud of the way they carry out their roles and responsibilities. They have worked extra days and hours to help support the demand for our setting. They step in for holidays and absences and have shown flexibility. Many staff arrive early and stay later to ensure we have the best set up possible, showing great

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	<p>commitment.</p> <p>They undergo regular training online and face to face.</p> <p><u>Our Future Plans</u></p> <p>We are hoping to create a sensory space/wellbeing space from fundraising.</p> <p>We are aiming to get Holiday Club up and running next year.</p> <p>We will be promoting ourselves more in the community through flyers, posters and attending community events.</p> <p>To continue to be an amazing setting that provides the best care, opportunities and education for all.</p>	
<p>Treasurer's Report</p>	<p>GF to send report. Fall in reserves - income fall vs. staffing increases and expenditure, payroll. Paid KM Feb ½ term to Easter and paid her accrued annual leave as well as paying HS a managers wage from February - back paid. Rent increase. Administrator, extra staff, DS sick pay. Energy Bill Relief Scheme.. VAT registration - We do not need be VAT registered due to non taxable turnover being under 85k and services offered being welfare and exempt.</p> <p>Bank accounts need to be sorted - deadline for Christmas.</p>	<p>GF to send report for minutes.</p> <p>GF ongoing - to update ASAP</p>
<p>Staff Report</p>	<p>Nothing to report from staff. Supervisions are underway for this term and positive reports via this.</p> <p>Ongoing requests around uniform.</p>	<p>Agreed. RB to order shirts and fleeces.</p>
<p>Fundraising/</p>	<p>Suggestion to have a presence at</p>	

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Marketing Report	Christmas Lights switch on - leaflet drop. Local businesses. See manager report. Christmas hampers/raffle fundraiser - donations wanted.	
Any Other Business	Is Karen still on the lease?? Staff eating lunch with children, snack etc.	To be removed. HS to speak to landlord.
Date of Next Meeting	2021 Committee Meetings 08.02.23 26.04.23 ? Hemlock Happening Planning Meeting 05.07.23 27.09.23 AGM 08.11.23	

2021/22 Finance Report

Over the course of August 2021 to July 2022 there has been a fall in the reserves of the playschool of £10,843.21 being the difference of what we held at the bank and in cash less unpaid costs year on year (£145,259.14 less £156,102.35).

This year income has fallen 17.7% year on year. This reduction of £14,135.31 has been driven largely by lower council funded income. While last year the impact was due to Covid funding changes.

Expenditure has increased 12.3% year on year by £8403.99. This is largely driven by payroll £6,494 and rent £1,206.21.

Payroll costs have seen a year on year 10.8% increase driven by minimum wages and changes to national insurance.

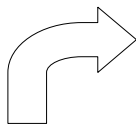
No significant capital investment has been made to the property.

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2020/2021 Income & Expenditure		Banking
Opening Balance	01/08/2020	(144,425.28)
Adjustment Payroll	July Payroll	133.43
Adjustment Income		
Adjustment Expenditure		
Adjusted Opening Balance		(144,291.85)
Income		(79,798.74)
Expenditure		66,361.01
Closing	31/07/2021	(157,843.99)
Adjustment Payroll		
Adjustment Income		1,741.64
Adjustment Expenditure		
Adjusted Closing Balance		(156,102.35)
Movement		(11,810.50)

2021/2022 Income & Expenditure		Banking
Opening Balance	01/08/2021	(157,843.99)
Adjustment Payroll	July Payroll	1,741.64
Adjustment Expenditure		
Adjustment Income		
Adjusted Opening Balance		(156,102.35)
Income		(65,663.43)
Expenditure		74,831.75
Closing	31/07/2022	(146,934.03)
Adjustment Payroll		1,674.89
Adjustment Expenditure		
Adjustment Income		
Adjusted Closing Balance		(145,259.14)
Movement		10,843.21

Future issues

We have met to review our costs and fees which we need to continue to do.

Cost of living / Inflation is likely to have an impact on the costs and demand for places and additionally local competition has also been changing also creating a risk to the playschool. Despite this currently we have a relatively high number of children and so I can see no reason why the costs or revenues should change

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drastically in the following year other than for the known rent and payroll cost increases e.g., the National Living / Minimum Wage and Pension enrolment.

Gareth Fisher - Treasurer

09th November 2022

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AGM

Held at Early Years Playgroup and accessible via Zoom on 10.11.2021 @ 7pm

Attending

Committee

Jo Lindley (Chair)
Kate Judge (Vice Chair)
Gareth Fisher (Treasurer)
Fay Harding (Secretary)
Sarah Turnbull (via Zoom)
Leighann McCullough (Parent Committee)
Karen Morley (Manager)

Parents attending;
Olu Cole – Nathan's Dad

Staff

Hayley Simpson (Deputy Manager)

Apologies

No apologies

Minutes

Agenda Item	Notes	Actions
Committee Welcome	Committee members arrived at 19:00. Introductions. Intro to charity commission and committee for parents. Minutes read and agreed.	
Apologies	No Apologies	
Voting Members On/Off Committee	Chair – FH; proposed KM by seconded by JL Vice Chair – KJ ; proposed FH seconded by KM Treasurer – GF; proposed by JL seconded by LM Secretary – JL; proposed by GF seconded by LM Karen will be stepping down as staff committee member as of this meeting. JL stepping down as Chair, stepping in as Secretary The following members were voted to remain on the committee; Members; Sarah Turnbull	

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	<p>Leighann McColloch</p> <p>New Members; Hayley Simpson – Manager Olu Cole – Nathan’s Dad Mroluseye@gmail.com</p> <p>Parent Members; Hugo’s Dad (John) – DBS and Ofsted in process. Interest from 3 parents as prospective parent committee members (will need to be co-op’d on)</p>	<p>KM to go through the paperwork.</p>
<p>Chair’s Report</p>	<p>Thanks everyone for coming. Explained AGM process and structure. Last year has been challenging for everyone.</p> <p>Jo to send document to upload.</p>	
<p>Treasurer’s Report</p>	<p>Over the course of August 2020 to July 2021 there has been an increase in the reserves of the playschool of £13,415.9 being the difference of what we held at the bank and in cash less unpaid costs year on year (£157,707.75 less £144,291.85).</p> <p>This year income has fallen 21.6% year on year by £21,964.25 and expenditure has fallen 16% year on year by £12,683.48. This is exaggerated as within the 2019-2021 numbers is the £10k of support and paid furlough payroll.</p> <p>Payroll costs are roughly similar year on year with 1.1% reduction of circa £0.5k.</p> <p>No significant capital investment has been made to the property.</p> <p>Covid-19 Impact</p> <p>As lockdowns have lifted and various rules have changed there has been a marked reduction in paid and council funded children. At present there appears to be a continuing lower demand for services.</p> <p>Additional support</p>	

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	<p>Special thanks this year to staff and volunteers as well as to all involved in the extra funds raised from;</p> <p>Waitrose £166.00</p> <p>Bags 2 School £72.30</p> <p>Christmas Raffle £85.10</p> <p>Raffle £30.00</p> <p>Donations £10.00</p> <p>The Landlord also kindly continued with reductions in the rent to help offset the impact of Covid-19.</p> <p>Future issues;</p> <p>We have met to review our costs and fees which we need to continue to do.</p> <p>GF see no reason why the costs or revenues should change drastically in the following year other than for the know rent and payroll cost increases e.g. the National Living / Minimum Wage and Pension enrolment.</p>	
<p>Manager's Report</p>	<p>From September 2020 it has continued to be a very stressful time with covid's ever changing guidelines.</p> <p>We started back in September with very low numbers and this has continued to remain low throughout the year. As our numbers are low we have only used the downstairs rooms but the older children are taken into another area for more focused activities and experiences.</p> <p>Most of our children are either 2 year or 3/4 year funding through Nottinghamshire County Council nursery education funding. During this year we have also had some parents use their 30 funded hours with us.</p> <p>Some parents are now choosing to pay for additional hours on top of the funding and also choosing to keep their children with us until they go to school rather than moving them to nursery.</p> <p>We have also been unable to open our holiday clubs as they are usually open to children outside</p>	

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	<p>of playgroup. Due to covid bubbles this has not allowed the mixing of different bubbles.</p> <p>September to December 2020</p> <p>Christmas - Nativity</p> <p>The children performed the Nativity play which included lots of songs. The children did an excellent job. This was recorded and emailed out to parents.</p> <p>Children worked really hard and big thanks to staff for their support with this. We held a raffle and the money went towards replacing some equipment.</p> <p>Christmas party 2020</p> <p>We held our party which was open to all playgroup children. We had food, games and a delivery of presents, as even Santa wasn't allowed to visit due to covid restrictions! We took the decision to charge £5 to all children for the party in order to cover costs and to make this affordable for all children to attend.</p> <p>January 2021 to March 2021</p> <p>Easter Event 2020</p> <p>This year we held an Easter egg hunt for the children. All children received a knitted chicken (knitted and donated by Mrs Boyles and her Mum – thank you they were lovely). The children were also given a chocolate egg inside the chicken.</p> <p>We had a chocolate raffle which raised money towards buying new toys.</p> <p>April 2021 to July 2021</p> <p>Sports Day</p> <p>The sports day went very well and was very well attended by parents/families.</p> <p>Thank you to the church for allowing us to use their grass area.</p> <p>School Leavers</p> <p>In July we had the leaver's picnic and the children who were leaving to go to school invited their parents to come and join us. The children sang and</p>	
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	<p>danced and were presented with their leavers certificate.</p> <p>Thank you once again to St Helen's church for the use of their grass area for our picnic.</p> <p>Food Donations</p> <p>We would like to thank Richard (local councillor) for the food donations he collects from local supermarkets and passes onto us to either use with the children or distribute to parents. This has been very well received by all.</p> <p>Future plans</p> <p>Recommence Holiday clubs during the school holidays.</p> <p>Restart the toddler group during school holidays</p> <p>Open days planned</p> <p>Hemlock</p> <p>More fundraising ideas</p> <p>Increase in minimum wage & pension re-enrolment</p> <p>Fee increase</p> <p>I'd like to thank staff for their hard working and commitment during a very difficult year.</p>	
Staff Report	Nothing to report from staff other than that mentioned below and in previous meeting.	
Fundraising/ Marketing Report	Marketing and future suggestions from staff form the meeting	
Any Other Business	<p>Questions from parent member;</p> <p>How does the rent, bills and finances get paid. Are there challenges to this?</p> <p>- We get an income from parents who pay to have th children here and from the government who pay for places they fill.</p> <p>Donations, raffles, fundraising is another source of income.</p> <p>Non profit which is why the fees are as low as they are.</p> <p>OC – IT project manager, client is Project D and wondered if they might small percentage of income as a donation to the Playgroup. Committee interested in this and further discussions to be had.</p> <p>Asked about other days for his child.</p>	

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	<p>Coming term;</p> <p>Remembrance Service 11.11</p> <p>Trowell Garden Centre trip to see decorations.</p> <p>Wed 1st Dec 09:15-10:15; Thu 2nd Dec 13:45- 14:45 Christmas Crafts with Parents. FH – ask Tracey virtual wreath making.</p> <p>H.S. Plan is to go ahead Limited to 2 tickets per family to adhere to COVID regs. Friday 10th Monday 13th 10:15 fundraising, 1</p> <p>Children’s party 17th December – full morning.</p> <p>Fish and Chips - FH Skinderella - FH Jimmy Snips - KJ Tesco - Little Drivers - KJ Florist? - FH Stapleford Poundshop - KJ Trowell Garden Centre – FH Simply First – FH T42/Little Kitchen/Monroes - FH</p>	<p>Letters for donations need to go out ASAP.</p> <p>Multipack sealed sweets.</p>
<p>Date of Next Meeting</p>	<p>01.12 2021 7:30pm @ The Sherwin Arms – Christmas Fundraiser Planning Meeting.</p> <p>2021 Committee Meetings</p> <p>26.01.2021 7:30pm 27.04.2021 7:30pm - Hemlock Happening to be discussed. 06.07.2021 7:30pm 28.09.2021 7:30pm 09.11.2021 7:30pm AGM</p>	



2020/21 Finance Report

Over the course of August 2020 to July 2021 there has been an increase in the reserves of the playschool of £11,810.5 being the difference of what we held at the bank and in cash less unpaid costs year on year (£156,102.35 less £144,291.85).

This year income has fallen 21.6% year on year by £21,964.25 and expenditure has fallen 16% year on year by £12,683.48. This is exaggerated as within the 2019-2021 numbers is the £10k of support and paid furlough payroll.

Payroll costs are roughly similar year on year with 1.1% reduction of circa £0.5k.

No significant capital investment has been made to the property.

2019/2020 Income & Expenditure		Banking
Opening Balance	01/08/2019	(121,706.78)
Adjustment Payroll	July Payroll	1,624.94
Adjustment Income		
Adjustment Expenditure		
Adjusted Opening Balance		(120,081.84)
Income		(101,762.99)
Expenditure		79,044.49
Closing	31/07/2020	(144,425.28)
Adjustment Payroll		133.43
Adjustment Income		
Adjustment Expenditure		
Adjusted Closing Balance		(144,291.85)
Movement		(24,210.01)

2020/21 Income & Expenditure		Banking
Opening Balance	01/08/2020	(144,425.28)
Adjustment Payroll	July Payroll	133.43
Adjustment Income		
Adjustment Expenditure		
Adjusted Opening Balance		(144,291.85)
Income		(79,798.74)
Expenditure		66,361.01
Closing	31/07/2021	(157,843.99)
Adjustment Payroll		
Adjustment Expenditure		1,741.64
Adjustment Income		
Adjusted Closing Balance		(156,102.35)
Movement		(11,810.50)

Covid-19 Impact

As lockdowns have lifted and various rules have changed there has been a marked reduction in paid and council funded children. At present there appears to be a continuing lower demand for services.

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Additional support

Special thanks this year to staff and volunteers as well as to all involved in the extra funds raised from :

Waitrose	£166.00
Bags 2 School	£72.30
Christmas Raffle	£85.10
Raffle	£30.00
Donations	£10.00

The Landlord also kindly continued with reductions in the rent to help offset the impact of Covid-19.

Future issues

We have met to review our costs and fees which we need to continue to do.

I can see no reason why the costs or revenues should change drastically in the following year other than for the know rent and payroll cost increases e.g. the National Living / Minimum Wage and Pension enrolment.

Gareth Fisher – Treasurer

10th November 2021

THE EARLY YEARS PLAYGROUP

England & Wales - Charity number 700962

Accounts

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Meeting

Held at Early Years Playgroup on 17th November 2020

Attending

Committee

Jo Lindley (Chair)
Kate Judge (Vice Chair)
Gareth Fisher (Treasurer)
Fay Harding (Secretary)
Kate Sermon
Sarah Turnbull
Leighann McCullough (Parent)
Karen Morley (Manager)

Parents attending;

Tania Allaway (Callum)
Emma Steel (Savannah)
Liam and Michala Bodycote (Keira)
Cristina and ? Caceres (Tob??)
Emma (Zachary)

Staff

No staff in attendance

Apologies

Minutes

Agenda Item	Notes	Actions
Committee Welcome	Committee members arrived at 19:00, introductions. Minutes read and agreed by committee members. Intro to charity commission and committee for parents.	
Apologies	No Apologies	
Voting Members On/Off Committee	Chair – JL; proposed FH by seconded by ST Vice Chair – KJ ; proposed JL seconded by FH Treasurer – GF; proposed by FH seconded by KJ Secretary – FH; proposed by JL seconded by GF Parent Members ; Leighann McCollough proposed by FH seconded by KM	

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	Mechaela Dickman propose seconded by KJ	KM to go through the paperwork.
Chair's Report	Unusual year - Thanks to the team of staff in particular to Karen who have enabled us to keep running as best we can at this difficult time.	
Treasurer's Report	<p>Over the course of 08.2019/Jul2020 24,210.01 difference in what we held in the bank and cash year on year. £144, 000 in the bank.</p> <p>Report to follow.</p> <p>COVID-19 has had an impact on those numbers we have had 10,000 government Council has paid for the funded places that we have had and we are unable to cover this out of furlough but have had to pay staff who have been on furlough. Landlord has helped out by reducing the rent which has been helped. Year on year income is the same if you take out what we have been given we are at a loss which isn't unusual during this difficult time. No reason why cannot operate normally.</p> <p>Gave a rationale for why we have a large amount in the bank due to lease and</p>	
Manager's Report	<p>Autumn 2019; holiday clubs open but only sustainable as had attendance September numbers were lower as is normal but built up over the year. Nativity and fundraising last Christmas. Spring Jan-March, few new starters. Decided as a committee that we would do some work on the building; had the flooring laid in the outdoor area. Staff team and volunteers from committee and painted. Closed doors on 23rd March – Staff furloughed, LA money for children paid staff furlough. Kept contact via Facebook and email and put on daily stories and activities to keep in touch with children. Risk assessments and discussions once we were able to open. Th Fri 9-3, 16 children came back – children were pleased to be back and we attempted to make this as normal as possible. Attempted a leavers service outside. Tapestry printed and links sent. Certificate.</p>	

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	<p>Speech and language therapists, safeguarding teams, early years specialists.</p> <p>September, numbers are low on some days and children are happy</p> <p>Will not be doing normal nativity but we will be doing nativity songs to upload to tapestry or via email. Christmas Party 18th December.</p>	
Staff Report		
Fundraising/ Marketing Report		
Any Other Business		
Date of Next Meeting	Wednesday 2 nd December	



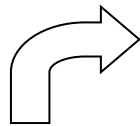
2019/20 Finance Report

Over the course of August 2019 to July 2020 there has been an increase in the reserves of the playschool of £24,210.01 being the difference of what we held at the bank and in cash less unpaid costs year on year (£144,425.28 less £120,081.84).

This year income has risen 2% year on year by £1,879.68 and expenditure has increased 11% year on year by £9,325.34.

Payroll costs have risen by 14.7% circa £7.8k.

The outside area improvement costs have been a significant cost of £8,938.80.



2018/2019 Income & Expenditure			Banking
Opening Balance	01/08/2018		(110,943.15)
Adjustment Payroll	July Payroll	842.48	
Adjustment Income		(36.00)	
Adjustment Expenditure		755.92	
Adjusted Opening Balance			(109,380.83)
Income			(99,883.31)
Expenditure			88,369.83
Closing	31/07/2019		(120,894.31)
Adjustment Payroll		812.47	
Adjustment Income			
Adjustment Expenditure			
Adjusted Closing Balance			(120,081.84)
Movement			(10,701.01)

2019/2020 Income & Expenditure			Banking
Opening Balance	01/08/2019		(121,706.78)
Adjustment Payroll	July Payroll	1,624.94	
Adjustment Income			
Adjustment Expenditure			
Adjusted Opening Balance			(120,081.84)
Income			(101,762.99)
Expenditure			79,044.49
Closing	31/07/2020		(144,425.28)
Adjustment Payroll		133.43	
Adjustment Income			
Adjustment Expenditure			
Adjusted Closing Balance			(144,291.85)
Movement			(24,210.01)

Covid-19 Impact

The main financial impacts of Covid-19 have been:

Within income we have received a £10,000 government grant and the council funded places have been paid by the council during the shutdown in order to cover staff furlough costs. This kept income in line with the prior year when in reality it had fallen as the playschool has been shut.

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In terms of costs the furlough scheme only enabled the recovery payroll costs against the self-funded places and so the payroll costs appear high when in reality an element of the revenue has “covered” the cost of furlough pay.

The Landlord also kindly reduced the rent during shut down off setting Coiv-19 impact.

Future issues

We have met to review our costs and fees which we need to continue to do.

I can see no reason why the costs or revenues should change drastically in the following year other than for the know rent and payroll cost increases e.g. the National Living / Minimum Wage and Pension enrolment.

Gareth Fisher – Treasurer

17th November 2020