

**Vicarage Lodge Preschool Playgroup**

**Non-Company Charity Accounts**

**31 August 2020**

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**Charity Name**

Vicarage Lodge Preschool Playgroup

**Registered Charity Number**

702025

**Custodian Trustees**

J Owen  
D McDermott  
H Brownbill

**Trustees**

P Edwardson **Chair** (resigned as Chair 11.3.2021, appointed as committee member 11.3.2021)  
A Edwardson  
S Edwards (resigned 11.3.2021)  
A Blythe (resigned 30.6.2020)  
L Lawless  
M Naylor (appointed 28.8.2020)  
L Walker (appointed 22.2.2021)  
A Kelly (appointed 7.6.2021)

**Independent Examiner**

S Walsh  
1 Leyton Close  
Runcorn  
Cheshire  
WA7 4YG

**Address**

1a Highlands Road  
Runcorn  
Cheshire  
WA7 4PS

## Vicarage Lodge Preschool Playgroup Trustees' Annual Report

### Structure, governance and management

We are a committee managed Pre-school with a combination of parents and members of the local community totalling 6 on the committee. We have 7 paid staff, and one volunteer.

### Objectives and activities

We aim to inspire curiosity, supporting all children in developing their potential, at their own pace, by means of appropriate play, activities and high level of adult input, within a safe, secure and stimulating environment.

### Achievements and performance

- During the Autumn term 2019 the preschool was continuing to thrive, several family activities took place, including a Lantern Walk around Runcorn Hill, an Autumn Walk in the local park, a coffee morning for parents that included a talk from Halton's Road Safety Team, a Christmas Festival, Nativity, parties and a whole preschool trip to the Brindley Theatre. The children were also given the opportunity to be involved in music workshops and yoga sessions.
- The preschool supported the local St Michaels and All Angels Church by becoming involved in their Christmas Tree Festival, with all the children making decorations for display.
- In the Spring term 2020, due to the Covid Pandemic, a number of planned activities had to be delayed or cancelled. The AGM had to be postponed and all committee meetings were held virtually.
- Preschool remained open throughout the pandemic, supporting vulnerable children and those of key workers.
- Fundraising for Project Playground Stage 2 was put on hold and funding raised from this was redirected for the sustainability of the preschool.
- We recognised the need to fully utilise our outdoor area in line with our Covid Risk Assessment so a crowdfunding At Home Garden Sports Day raised funds to purchase a large gazebo to accommodate the children in the garden during inclement weather.
- Tesco donated £500 to enable us to set up individual messy play stations, again in line with our Covid Risk Assessment, minimising shared use of play tools and resources.
- Home learning was a challenge that we successfully overcame with a combined effort from parents, staff and committee.
- During the summer term 2020 we had 39 children on role and successfully supported the transition of 25 of these children to primary school.

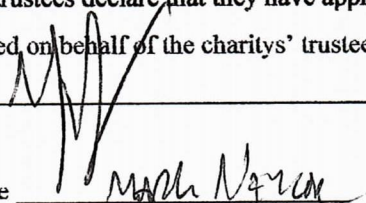
### Financial review

The Coronavirus Pandemic has caused financial pressure on the preschool due to the loss of income from privately funded places during school closures and through limitations on fundraising activity during government restrictions. The receipt of Small Business Rate Relief and the continuation of FEYE government funding for the summer 2020 term gave us some financial support however careful budgeting has been crucial. Fortunately, we had reserves in place to cover the loss of income in the short term. We will continue to apply for grants, hold fundraising events and be careful with expenditure in order to maintain an adequate reserve fund.

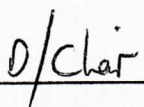
The trustees declare that they have approved the trustees report above.

Signed on behalf of the charity's trustees:-

Name



Position



## **Independent examiner's report on the accounts Vicarage Lodge Preschool Playgroup**

### **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 of the Charities Act 2011 (the Charities Act) and 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 Commission (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 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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

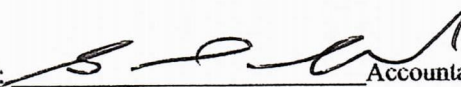
In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:  Accountant

Date: 22/6/21

Mr S Walsh ACMA, CGMA  
1 Leyton Close  
Runcorn  
Cheshire  
WA7 4YG

# **Receipts & Payments Accounts** *Year ended 31<sup>st</sup> August 2020*

## **Unrestricted Funds**

	2020 £	2019 £
<b>Direct Receipts</b>		
Fees received	9,023	7,914
Grants received	97,101	95,310
Fundraising received	2,065	2,769
Refreshment sales	1,303	1,281
Lunch Club	966	1,134
Grants Other	8,509	1,793
Other including interest	1,119	341
	<u>120,086</u>	<u>110,542</u>
<b>Direct Payments</b>		
Playgroup equipment and furniture	1,360	3,278
Sweatshirt/T Shirt purchases	764	168
Wages	85,974	86,756
	<u>88,098</u>	<u>90,202</u>
	<u>31,988</u>	<u>20,340</u>
<b>Indirect Payments</b>		
Trips/Excursions	767	560
Light and Heat	3,007	2,644
Rent	975	975
Rates	1,261	1,146
Repairs and development costs	381	9,740
Telephone	998	935
Photocopier hire	659	889
Alarm and security expense	216	216
Insurance costs	2,404	2,421
Training	815	691
Waste Collection	443	444
Sundry expenses/Credit card payments	7,150	9,895
	<u>19,076</u>	<u>30,556</u>
<b>Surplus/(Deficit) Funds In The Year</b>	<u>12,912</u>	<u>(10,216)</u>

**Statement of Assets & Liabilities**  
*As at 31<sup>st</sup> August 2020*

	2020 £	2019 £
<b>Unrestricted Funds</b>		
<b>Current Assets</b>		
Natwest current account	8,243	1,283
Natwest reserve account	25,000	19,048
Alliance & Leicester current account	75	75
Alliance & Leicester deposit account	91	91
	<hr/>	<hr/>
<b>Net assets</b>	<b>33,409</b>	<b>20,497</b>
	<hr/>	<hr/>
<b>Fund Reserves</b>		
Brought forward	20,497	30,713
Funds in year	12,912	(10,216)
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<b>Surplus Funds Carried Forward</b>	<b>33,409</b>	<b>20,497</b>
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