

# Taghnevan Pre-school Playgroup

Northern Ireland · Charity number 103685

## Details

Status	Received
Registered	2015-11-16
Register	<a href="#">View on the Charity Commission for Northern Ireland register</a>

## Contact

Address	Taghnevan Youth & Community Centre Glenholme Park Lurgan Craigavon County Armagh BT66 8sl BT66 8SL
Phone	07784960155

## Activities

**Purposes:** The Group is established to promote play based learning environments for all children under statutory school age, (hereinafter called the 'area of benefit') without distinction of age, gender, marital status, disability, sexual orientation, nationality, ethnic identity, political or religious opinion, by associating the statutory authorities, community and voluntary organisations and the inhabitants in a common effort to advance education, and in particular: a) To advance the education of the beneficiaries by the provision of safe and satisfying group play, with the right of parents/carers to take responsibility for and to become involved in the activities of the Group; and to promote the preservation of health of the beneficiaries; and b) To support the values and principles of Early Years.

**What the charity does:** The advancement of education

**How the charity works:** Education/training, Playgroup/after schools

**Who the charity helps:** Parents, Preschool (0-5 year olds)

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£46,874	£51,493	£0	3

## Trustees

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Name	Role	Appointed
Miss Sarah Byrne		
Mrs Jayne Clarke		
Mrs Niamh Lucas		
Mrs Niamh Mead		
Mrs Sarah Fox		
Ms Veronica Murphy		

**Taghnevan Pre-school Playgroup**

Northern Ireland - Charity number 103685

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# Accounts

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Income	2023-2024								
Date	Fees	Fundraising	Pathways Funding	SHSCT	Refunds	Jumpers	Total		
September	£1,147.00	£0.00	£0.00	£0.00	£62.50	£25.00	£1,234.50		
October	£1,587.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,587.00		
November	£2,041.00	£0.00	£10,554.34	£0.00	£0.00	£0.00	£12,595.34		
December	£2,247.00	£0.00	£0.00	£0.00	£0.00	£15.00	£2,262.00		
January	£2,378.30	£0.00	£0.00	£1,428.00	£0.00	£0.00	£3,806.30		
February	£2,855.50	£600.00	£0.00	£0.00	£0.00	£0.00	£3,455.50		
March	£2,849.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,849.00		
April	£3,179.60	£0.00	£0.00	£0.00	£0.00	£0.00	£3,179.60		
May	£2,327.30	£0.00	£10,554.34	£0.00	£0.00	£0.00	£12,881.64		
June	£2,143.90	£0.00	£0.00	£0.00	£0.00	£0.00	£2,143.90		
July	£106.00	£0.00	£0.00	£0.00	£8.99	£0.00	£114.99		
August	£0.00	£0.00	£0.00	£0.00	£764.59	£0.00	£764.59		
Totals	£22,861.60	£600.00	£21,108.68	£1,428.00	£836.08	£40.00	£46,874.36		

**Taghnevan Pre-school Playgroup**

Northern Ireland - Charity number 103685

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# Accounts

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Annual Statement 2022-23

Bank balance at 01/09/2022 £24,049.04

INCOME	£	EXPENDITURE	£
Fees	22,007.00	Rent	4,000.00
Fundraising	1,427.00	Equipment /Materials	1,668.19
Donations	1,085.00	Uniforms	1,103.33
		External services	1,258.44
Pathways Funding	22,366.07		
SHSCT	1,500.00	Wages	32,373.46
		Pensions	1,918.06
Refunds	135.91	Other Staff Costs	583.00
		HMRC	979.81
		Bank Fees	95.20
		Printing/ photocopying	512.20
		Insurance	472.00
		Membership fees	89.00
		MIsc / Adjustments	138.33
		Bank balance at 31/08/23	£27,379.00
	£72,570.02		72,570.02

I approve these accounts and confirm that I have made available all relevant records and information relating to the receipts and payments for the period ended 31st August 2021.

Signed: Jaime Clarke  
Treasurer on behalf of Taghnevan

Dated: 2/11/23

In accordance with your instructions, I, Joanne Gillespie have prepared these accounts from accounting records, information and explanations provided to me.

Signed: J Gillespie  
Independent Verifier

Dated: 2/11/23

Annual Statement 2022-23

Bank balance at 01/09/2022 £24,049.04

INCOME	£	EXPENDITURE	£
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**Taghnevan Pre-school Playgroup**

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# Annual report

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**TAGHNEVAN PRE-SCHOOL  
PLAYGROUP**

**AGM**

Annual General Meeting  
To be held on

**Wednesday 18th October**

2023

**7:00pm**

**At Taghnevan Youth and  
Community Centre**

**EVERYONE WELCOME**



Through natural progression members of the committee have moved on to pastures new. This creates committee vacancies which need to be filled.

# WE NEED YOUR HELP

Without a committee our playgroup will not be allowed to open.

If you have any spare time then we would love to hear from you. Please contact the playgroup on 07784960155.

All roles are voluntary.

All training will be provided.





## TAGHNEVAN PRE-SCHOOL PLAYGROUP

Taghnevan Youth & Community Centre

Glenholme Park

Lurgan

Craigavon

BT66 8SL

Tel: (028) 3832 4989

October 2023 AGM -

### Agenda

- 1 Welcome/ Introduction
- 2 Apologies
- 3 Minutes of last meeting
- 4 Financial management
- 5 New Committee
- 6 A.O.B. / Q/A
- 7 D.O.N.M.



## TAGHNEVAN PRE-SCHOOL PLAYGROUP

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Minutes of AGM  
Wednesday 18<sup>th</sup> October 2023

### Present

Sarah Byrne Máire Martin, Margretta McCabe, Veronica Scullion, Caitriona McGrath, Maria Lennon, Emer Ganley, Janye Clarke. Patreea Long.

### Apologies

Bronagh Toal, Katrina Headley, Jude Mallon, Aislinn Brady, Carrie McAvoy, Marie McConville.

### **Apologies**

Noted

### **Minutes of last meeting**

Minutes from meeting in September were discussed and agreed.

### **Welcome**

Sarah welcomed committee members and ran through the Agenda for tonight's AGM.

### **Chairpersons Address**

Sarah went through the structure for the AGM voting. Sarah thanked everyone for attending. Sarah welcomed Patreea Long who joined as a neutral non-member to be spokesperson for the voting.

Máire informed committee members that the playgroup will have 24 children by February 2024.

### **Treasures Report**

Due to Carrie's absence, Sarah discussed the playgroups financial situation and made parents and committee members aware that they could view it anytime. Many thanks to Joanne who is currently completing our audit. Audit to be signed by the treasure at the time of

completion.

Parents and committee members were advised that the playgroup is a charity under the charity commission which needs to be applied for every year. This will be completed by Máire and Sarah. Parents were made aware that the playgroup relies heavily on funding from pathway and small government grants. This is how staff wages, rent and resources is paid.

Maire told parents that the playgroup continues to be in a financially better place compared to previous years, Sarah agreed, Maire said that funding is still needed in order to stay open. See attached budget.

Sarah confirmed that Máire is completing all Pathway forms. Pathway funding has been confirmed for a further two years.

A list of all other funding for the previous year has been attached which was completed by Máire

Cheque book signatures remain the same until new forms are completed with the bank. Committee to follow this through.

#### **Election of new Committee.**

It was highlighted that attendance at regular meetings is important. Information on roles was passed to those who attended.

Nominations were made for the new committee.

See attached voting.

#### **A.O.B**

The playgroup received a new phone from funding received from the Credit Union. The committee also received a new laptop from the same funding.

Our previous chairperson Carol requested at last year's AGM, that staff salaries and hours are reviewed, in particular the playgroup leader's hours. Carol said that previous playgroup leaders always struggled to complete their workload in the 25 hours that they were allocated.

Several committee meetings were held to discuss this and voting took place. The committee agreed that staff are to receive a staff pay raise based on the most recent Early Years payscale.

Máire will continue to request extra hours as this was denied last year.

Previous committee members have stepped down due to outside commitments. All committee members received a thank you letter on behalf of the playgroup.

New committee members provided contact details so a WhatsApp group could be set up. Information will be emailed regarding training and any other necessary matters.

**DONM**

Sarah has suggested that set dates are confirmed for committee meetings throughout the year. All committee members have agreed. These will be confirmed in the whats app group chat.

**Taghnevan Pre-school Playgroup**

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# Annual return

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		HMRC	979.81
		Bank Fees	95.20
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		Membership fees	89.00
		Misc / Adjustments	138.33
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I approve these accounts and confirm that I have made available all relevant records and information relating to the receipts and payments for the period ended 31st August 2021.

Signed: Jaime Clarke  
Treasurer on behalf of Taghnevan

Dated: 2/11/23

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Signed: Joanne Gillespie  
Independent Verifier

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**Taghnevan Pre-school Playgroup**

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# Accounts

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Income	2021-22	Fees	Jumpers	Fundraising	EY Funding	Other Funding	Pathways	HMRC	Refunds	XMAS cards	Photos	Total
September	£549.00	£0.00	£0.00	£0.00	£0.00	£300.00	£0.00	£0.00	£0.00	£0.00	£0.00	£849.00
October	£1,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00
November	£1,365.00	£0.00	£0.00	£11,811.73	£0.00	£0.00	£0.00	£0.00	£15.00	£0.00	£0.00	£13,191.73
December	£2,093.00	£385.00	£638.14	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£83.70	£0.00	£3,199.84
January	£894.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£894.00
February	£1,835.00	£70.00	£0.00	£0.00	£0.00	£0.00	£0.00	£346.86	£0.00	£0.00	£0.00	£2,251.86
March	£2,625.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,625.00
April	£2,870.00	£10.00	£535.01	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£60.00	£3,475.01
May	£2,415.00	£0.00	£0.00	£3,249.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£5,664.00
June	£1,755.00	£0.00	£0.00	£0.00	£0.00	£0.00	£11,811.74	£0.00	£0.00	£0.00	£0.00	£13,566.74
July	£779.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£300.00	£1,079.00
August	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Totals	£18,180.00	£465.00	£1,173.15	£15,060.73	£300.00	£11,811.74	£346.86	£15.00	£83.70	£360.00	£47,796.18	

Opening Balance

16597.35

£64,393.53

*Hydroscopic 15/10/22*

Expenditure	2021-22	Petty Cash	Equipment /Materials	Wages	Pensions	Staff Costs	HMRC	Rent	Uniforms	Bank Fees	Printing/photocopy	Insurance	Membership Fees	Total
September	£0.00	£0.00	£0.00	£1,885.08	£144.33	£902.00	£0.00	£0.00	£188.07	£5.80	£0.00	£0.00	£0.00	£3,125.28
October	£0.00	£0.00	£0.00	£1,885.08	£144.33	£0.00	£94.20	£0.00	£0.00	£7.40	£0.00	£392.00	£0.00	£2,523.01
November	£0.00	£139.11	£0.00	£1,998.48	£144.33	£0.00	£94.20	£2,935.85	£0.00	£7.00	£66.55	£0.00	£87.00	£5,472.52
December	£200.00	£214.07	£0.00	£1,922.88	£144.33	£0.00	£0.00	£0.00	£168.00	£9.80	£0.00	£0.00	£0.00	£2,659.08
January	£200.00	£0.00	£0.00	£2,080.28	£118.91	£0.00	£37.20	£0.00	£0.00	£8.20	£0.00	£0.00	£14.00	£2,458.59
February	£0.00	£0.00	£0.00	£2,493.12	£144.33	£0.00	£12.12	£0.00	£24.00	£7.40	£0.00	£0.00	£0.00	£2,680.97
March	£400.00	£104.14	£0.00	£2,493.12	£324.33	£0.00	£56.40	£720.00	£105.50	£7.40	£0.00	£0.00	£0.00	£4,210.89
April	£0.00	£34.48	£0.00	£2,494.19	£144.33	£0.00	£56.40	£240.00	£0.00	£9.40	£0.00	£0.00	£0.00	£2,978.80
May	£500.00	£160.00	£0.00	£2,494.19	£144.33	£435.75	£93.09	£238.60	£0.00	£7.40	£0.00	£0.00	£0.00	£4,073.36
June	£0.00	£296.34	£0.00	£2,494.79	£144.33	£210.00	£645.11	£740.00	£0.00	£8.60	£0.00	£0.00	£0.00	£4,539.17
July	£0.00	£364.48	£0.00	£2,404.58	£130.99	£0.00	£0.00	£0.00	£0.00	£8.60	£0.00	£0.00	£0.00	£2,908.65
August	£0.00	£38.07	£0.00	£2,524.37	£144.33	£0.00	£0.00	£0.00	£0.00	£7.40	£0.00	£0.00	£0.00	£2,714.17
Totals	£1,300.00	£1,350.69	£1,350.69	£27,170.16	£1,873.20	£1,547.75	£1,088.72	£4,874.45	£485.57	£94.40	£66.55	£392.00	£101.00	£40,344.49

Closing Balance

24049.04

£64,393.53

*Sylvespice 13/10/22*

Annual Overview of Fees		WEEKLY TOTAL DUE	WEEKLY TOTAL PAID	MONTHLY TOTAL DUE	MONTHLY TOTAL PAID	OVER/ UNDER
1		126	105			
2		315	280			
3		189	189			
4		315	333			
5		315	245			
SEPTEMBER TOTALS				1260	1152	-108
6		315	385			
7		315	280			
8		350	385			
9		140	161			
OCTOBER				1120	1211	91
10		420	420			
11		420	420			
12		455	385			
13		455	525			
14		455	455			
NOVEMBER				2205	2205	0
15		455	350			
16		490	595			
17		182	168			
18		0	0			
DECEMBER				1127	1113	-14
19		273	286			
20		0	0			
21		140	140			
22		469	469			
23		560	455			
JANUARY				1442	1350	-92

24	595	665					
25	0	0					
26	665	630					
27	665	700					
FEBRUARY			1925	1995			70
28	700	735					
29	700	535					
30	700	690					
31	700	805					
MARCH			2800	2765			-35
32	700	665					
33	700	735					
34	0	0					
35	700	665					
APRIL			2100	2065			-35
36	420	483					
37	700	581					
38	700	721					
39	665	630					
40	280	357					
MAY			2765	2772			7
41	700	706					
42	700	703					
43	700	789					
JUNE			2100	2198			98
TOTALS			18844	18826			-18

*Shilvesopie*  
13/10/21

Other Income	2021-22	Halloween Fundraiser	Xmas Cards	Raffle	photos	bunny hop	easter raffle	Valentines Fundraiser	Graduation photos	Total
September	Jumpers £345.00									£345.00
October		£355.00								£355.00
November		£14.14								£14.14
December	£160.00									£160.00
January										£0.00
February	£20.00							£65.00		£85.00
March										£0.00
April						£213.51	£321.50			£535.01
May						£60.00				£60.00
June									£300.00	£300.00
July										£0.00
August										£0.00
Totals	£525.00	£369.14	£0.00	£0.00	£0.00	£273.51	£321.50	£65.00	£300.00	£1,854.15

£355 to PC ✓  
 £300 taken  
 £60 to PC ✓  
 £385 ✓  
 £70 ✓  
 £10 ✓

Notes  
Lodgements

*Dykespie 13/10/22*

Petty Cash Overview				
Opening Balance				0.90
Added from Fees				
Added from Fundraising/Jumpers		731.00		
Lodged back to fees / fundraising		480.00		
Cheques written			(385.00)	
		1,300.00		
Total Income		2,511.00	(385.00)	2,126.00
Milk		111.18		
Catering		813.90		
Cleaning		53.04		
Postage		26.62		
Telephone		164.99		
Stationery		127.49		
Equipment		166.31		
Materials		340.43		
Audit		200.00		
Total Expenditure				2,003.96
Closing Balance				122.94

*Indhira*  
13/10/22

























**Taghnevan Pre-school Playgroup**

Northern Ireland - Charity number 103685

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# Annual report

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## TAGHNEVAN PRE-SCHOOL PLAYGROUP

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### Minutes of AGM Wednesday 19<sup>th</sup> October 2022

#### Present

Carol O'Neill, Máire Martin, Katrina Headley, Veronica Scullion, Jude Mallon. Aisling Brady. Carrie McAvoy. Marie McConville. Sarah O Hare.

#### Apologies

Margretta Mc Cabe, Michael McConville. Marrietta Roddy. Dearbhaile McMahon. Sinead Haughian.

#### **Apologies**

Noted

#### **Minutes of last meeting**

Minutes from meeting in September were discussed and agreed.

#### **Welcome**

Carol welcomed committee members and ran through the Agenda for tonight's AGM.

#### **Chairpersons Address**

Carol went through the structure for the AGM voting. Carol thanked everyone for attending and requested that she would like to stand down as chair person. Carol welcomed Patreea Long who joined as a neutral non-member to be spokesperson for the voting.

Carol informed committee members that the playgroup will have 22 children by start of March.

#### **Treasures Report**

Due to Michael's absence, Carol discussed the playgroups financial situation and made parents and committee members aware that they could view it anytime. Many thanks to Joanne for completing our audit. Audit to be signed by Michael who was the treasure at the time of completion.

Parents and committee members were advised that the playgroup is a charity under the charity commission which needs to be applied for every year. Parents were made aware that the playgroup relies heavily on funding from pathway and small government grants. This is how staff wages, rent and resources is paid.

Maire told parents that the playgroup is finically in a better place compared to previous years, Carol agreed, Maire said that funding is still needed in order to stay open. See attached budget.

Carol confirmed that Máire is completing all Pathway forms £23,623.47 has been awarded for 2022/2023.

A list of all other funding for the previous year has been attached which was completed by Máire

### **Election of new Committee.**

It was highlighted that attendance at regular meetings is important. Information on roles was passed to those who attended.

Nominations were made for the new committee.

See attached voting.

### **A.O.B**

Carol has requested that staff salaries and hours are reviewed. A copy of the early years pay scale can be got from our Early years advisor Sharon Harvey. Máire to complete this.

Carol has requested that the committee receives a new laptop. Máire has received funding from the credit union which will go towards a new phone and laptop.

Maire thanked carol for all her hard work and wished her all the best. All previous committee members received a thankyou letter on behalf of the playgroup.

New committee members provided contact details so a WhatsApp group could be set up. Information will be emailed regarding training and any other necessary matters.

### **DONM**

Wednesday 26<sup>th</sup> October 2022

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**Taghnevan Pre-school Playgroup**

Northern Ireland - Charity number 103685

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# Annual return

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