

St Mary's Playgroup

Chairs Annual Report Year End Sept 2020



| Current Management Committee | | |
|------------------------------|---------------------------|-----------------------|
| Gregory Gooch | Chair of Committee | Stepping Down Jan '21 |
| Charlotte Gooch | Secretary | |
| Marie McKissock | Treasurer | |
| Terri Robson | Health and Safety Officer | |
| Clare Spall | Committee Member | |

Annual Summary

This has been a year of ups and downs for St Mary's Playgroup. Sadly, due to corona virus we closed our doors during the first lockdown in March due to low numbers of children and it not being financially viable to continue. Thankfully, we were able to open again and remained open for the rest of the year. I would like to thank all the St Mary's staff who have provided support and care to the children and their families this year. The staff have been incredibly resilient in maintaining a professional and hard working manner whilst also balancing their own home lives in lockdown too.

Our numbers for this year have been incredible. Not only have we become full on most days we now also have a waiting list - with some children being booked in nearly 2 years before they are due to start! Since taking over the breakfast and after school club 2 years ago, this service has continued to flourish and be very popular with St Mary's school children as well as our own playgroup children.

Every year that passes St Mary's Playgroup continues to offer an even more inviting experience as the inside and outside areas get transformed by lovely new natural and wooden items which support us in our efforts to provide the Hygge atmosphere.

Thank you to all the committee members for your support throughout this year and thank you to all playgroup staff for all your fantastic work and for going above and beyond your job roles, particularly during this very trying year.

Gregory Gooch

Chair of Committee

1. Breakfast and After School Club

Breakfast and After School club has continued to flourish over the last two years with good numbers for each of the morning and afternoon sessions.

2. Finances

Please see year end summary sheet.

Although we have had a difficult year with closures and some parents choosing to keep their children home of recent, financially we have not been affected as badly as we could have been. Some staff have been able to be furloughed at points throughout the year which has helped us keep afloat as well as the local authority still paying out children's funding even though they may not be in attendance.

3. Fundraising

Due to restrictions this year, many of our usual fundraisers have not taken place. We hope we can come back even stronger this year with fundraising activities to enable us to keep developing the setting and providing all the experiences the children have access to.

4. Updating the Setting

Over recent months £650 has been invested into St Mary's to develop the setting further in line with our curiosity approach and Hygge ethos of natural and wooden resources and furniture. Work has been carried out in the playgroup garden to improve that with the bark being renewed at the bottom of the garden and the borders being added to with new plants and herbs to develop a sensory garden area.

5. Staffing

Leavers:

Ben Challis - Apprentice

Joiners:

Hayley Howes - Early Years Educator

Maddy Bolt - Early Years Educator.

Miss Lauren has returned this year following her maternity leave. We are very pleased to have her back with us at St Mary's.

6. CIO

Over recent months we have been using Dinky Ones Early Years Consultancy to support us in the process of moving over to a CIO. This means that 60% of the committee can be made up of staff and that the financial liability of the playgroup is no longer on those that sit on the committee. Once the CIO is complete our umbrella name will be Woodbridge Community Playgroups, however St Mary's Playgroups name will remain the same. To finalise the move, our EY consultant from Dinky Ones will be holding a virtual EGM (extra ordinary general meeting) in 2-4 weeks' time whereby parents are required to give their consent to the charity moving over to become a CIO. We hope that all of our parents will agree this transition.

7. Sandlings Playgroup

An opportunity arose this year for St Mary's to take over another early years setting in Sutton Heath. Being a charity and our home from home approach made us stand out as the provider who was offered the chance to take over an early years setting that closed earlier last year. We are pleased to announce that we have been working hard to get the building decorated and organised and will be opening our doors on April 12th, 2021. Recruitment is currently underway, and we have had a very positive response from the local community on the new playgroup opening with a good uptake of parents registering their interest for their children. The setting will offer a similar service to St Mary's across 2 rooms - a baby room and a pre school room as well as providing wrap around provision and a holiday club.

Gregory Gooch

Chair of Committee

2020

| | |
|--------------------|---------|
| St Marys Playgroup | 1000832 |
|--------------------|---------|

Receipts and payments accounts

| | | | |
|---------------------|------------|----|------------|
| For the period from | 01/09/2019 | To | 31/08/2020 |
|---------------------|------------|----|------------|

Section A Receipts and payments

| | This year to the nearest £ | Last year to the nearest £ |
|--|-------------------------------|-------------------------------|
| A1 Receipts | | |
| After School | 34,924 | 52,795 |
| Fees | - | 16,020 |
| Grants | 71,447 | 70,334 |
| Interest | 74 | 51 |
| Miscellaneous | 8,295 | 834 |
| Playgroup | 11,183 | - |
| Registration | 775 | 265 |
| Sub total | 126,698 | 140,299 |
| A2 Asset and investment sales, etc. | - | - |
| Total receipts | 126,698 | 140,299 |
| A3 Payments | | |
| Administration | 1,996 | 1,808 |
| Consumables | 9,042 | - |
| Equipment | 5,151 | 1,953 |
| Insurance | 412 | 407 |
| Maintenance | 3,687 | - |
| Miscellaneous | 2,268 | 9,350 |
| Services | 5,325 | 4,653 |
| Shopping | - | 4,233 |
| Training | 1,379 | 595 |
| Utilities | 2,086 | 2,893 |
| Wages | 85,353 | 83,113 |
| Sub total | 116,699 | 109,005 |
| A4 Asset and investment purchases, etc. | - | - |
| Total payments | 116,699 | 109,005 |
| Net of receipts/(payments) | 9,999 | 31,294 |
| A5 Transfers between funds | - | - |
| A6 Cash funds last year end | 51,080 | 19,786 |
| Cash funds this year end | 61,078 | 51,080 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | This year to nearest £ |
|--|-------------------------|---------------------------|
| B1 Cash funds | Current Account | 38,559 |
| | Deposit Account | 0 |
| | Business Reward | 22,519 |
| | Cash | - |
| | Total cash funds | 61,078 |
| (agree balances with receipts and payments account(s)) | | |

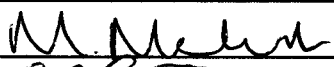

| Categories | Details | This year to nearest £ |
|---------------------------------|---------|---------------------------|
| B2 Other monetary assets | | |
| | | |
| | | |

| | | |
|-----------------------------|--|--|
| B3 Investment assets | | |
| | | |
| | | |

| | | |
|---|--|--|
| B4 Assets retained for the charity's own use | | |
| | | |
| | | |

| | | |
|-----------------------|--|--|
| B5 Liabilities | | |
| | | |
| | | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|-----------------|------------------|
|  | Marie McKissock | 6/11/20 |
|  | Gregory Gooch | 12/11/20 |



Section A Independent Examiner's Report

Report to the trustees/
members of

Charity Name
St Marys Playgroup

On accounts for the year
ended

| | | |
|-------------------|--------------------------------|----------------|
| 31/08/2020 | Charity no (if any) | 1000832 |
|-------------------|--------------------------------|----------------|

Set out on pages

1 - 3
(remember to include the page numbers of additional sheets)

**Respective responsibilities
of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the 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 applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: **25th October 2020**

Name: **Philip Allen**

Relevant professional qualification(s) or body (if any):

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|--|
| |
|--|

Address:

56 Wright Lane

Kesgrave

Ipswich IP5 2FA

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.