

Rodborough Playgroup Committee Financial Report for 2020/21

The year 2020/21 was a tough financial year for Rodborough Playgroup (RPG). Although RPG realised a net 'profit' of £3,814, this was only achieved due to a Coronavirus Bounce Back loan of £10,000. Therefore, RPG actually realised a deficit of £6,186. Please see below for a summary of the figures and comparison with the previous year and the budget.

The accounts have been independently examined by Dan Tarr of SLS Accountants Ltd. Dan's report is also attached below.

Income

Total income for the year was £106,903.87 (£96,903.97 without the loan). This was £7,779.97 more than in the budget, largely due to fundraising, donations and grants.

As always, most of this income was from the grants and fees received for those children attending. However, although this income was about £8,000 more than we received in 2019/20, it was over £7,000 less than budgeted. This was due to the Covid pandemic: some parents were unable to send their children to playgroup because they also attended another setting, while other parents decided not to take up the place or to reduce their children's hours.

RPG's other main source of regular income is through fundraising and donations (and associated gift aid). Thanks to the great efforts of the fundraising team led by Sarah Nash, RPG raised £2,776 from fundraising in 2020/21 – £1,135 more than in 2019/20 and £276 more than what was budgeted. Playgroup also received £2,523 in donations – £1,719 more than in 2019/20 and £1,880 more than what was budgeted for 2020/21. Thanks to everyone who donated

RPG also occasionally receives grants from businesses, other charities etc. These proved essential and made a huge difference bringing in over £12,000 more than budgeted. Huge thanks go to Jill Mckeith and Emily Spinner who found and applied for the following:

- £199.69 from PATA's Covid Response Fund to support home learning and outdoor play
- £2,000 from the Gloucestershire Community Foundation – Gloucestershire Coronavirus Quick Response Fund
- £8,000 from Gloucestershire County Council's Early Years' Service Business Support fund
- £300 from Rodborough Parish Council
- £750 from the Education and Skills grant for apprenticeships
- £1,000 from Stroud District Council's Community Resilience Fund – Covid-19 Response

It must be highlighted that almost all of these grants were available because of the pandemic and therefore we cannot expect to get anything like this amount from grants in future years!

Expenditure

RPG's income was higher than budgeted but, unfortunately expenditure was also more than budgeted. Expenditure totalled £103,090 (this was £5,858 more than in the budget). This was over £21,000 more than for 2019/20 but that is not a good year for comparison as playgroup was closed for a considerable portion of the year due to the first lockdown.

Playgroup's biggest expense (and of course its biggest asset) is staff. Staff costs (including wages, pensions and national insurance) were given a far higher budget than for 2019/20 due to a greater number of children attending and due to the increase in the National Living Wage. But actual costs were even higher still, largely due to Covid – paying agency staff covering staff absence, plus additional hours for cleaning etc. Covid supplies (such as PPE, hand sanitiser, cleaning products and paying for professional cleaners) cost over £2,000.

Reserves and cash flow

Reserves at the end of the 2020/21 financial year were £20,665 which exceeds our target. This has only been achieved however, due to the Coronavirus Bounce Back loan. The loan was taken out in January when exceptional circumstances involving staffing brought RPG to the point where it was estimated that the bank balance would not be enough to pay all staff wages at the end of that month. The Committee therefore agreed to take out the loan of £10,000. (Please see the full reserves report for more details.)

Our reserves and the high numbers attending puts RPG in a much better position for 2021/22. However, given what happened in January, and the ongoing pandemic, we really need to stay on top of our cash flow and general financial situation this year.

 and Kirsty Taylor

Outgoing/Incoming Volunteer Treasurer
28 October 2021

INCOME		2019/20 Year end	2020/21 Budget	2020/21 Year end	Variance yr end–budget	% of budget achieved
Charitable trading activities						
	Glos CC Grant	£62,281	£84,613	£66,668	-£17,945	79%
	Fees	£8,405	£1,367	£12,143	£10,775	888%
Fundraising		£1,641	£2,500	£2,776	£276	111%
Donations		£804	£643	£2,523	£1,880	392%
Gift Aid		£0	£0	£544	£544	
Bank interest		£0	£0	£0	£0	
Other grants		£0	£0	£11,950	£11,950	
	Milk	£196	£0	£0	£0	
	Rodborough Parish Cou	£500	£0	£300	£300	
Miscellaneous		£0	£0	£10,000	£10,000	
Development		£0	£0	£0	£0	
Total income		£73,828	£89,124	£106,904	£17,780	120%
EXPENDITURE						
Direct Charitable Expenditure						
	Rent	£5,494	£7,808	£7,428	-£380	95%
	Insurance	£460	£460	£522	£62	114%
	Repairs/maintenance	£1,339	£300	£477	£177	159%
	Staff Wages	£61,717	£80,369	£83,288	£2,918	104%
	Training	£1,277	£1,250	£1,523	£273	122%
	PATA payroll	£458	£458	£477	£19	104%
	OFSTED	£50	£50	£50	£0	100%
	PATA membership	£95	£95	£100	£5	105%
	Resources	£4,413	£2,600	£3,904	£1,304	150%
	Consumables	£881	£1,550	£663	-£887	43%
	Covid supplies			£2,127	£2,127	
	Milk	£211		£4	£4	
	Telephone	£742	£742	£753	£11	101%
	Subscriptions	£50	£50	£420	£370	840%
	Playgroup events	£340	£300	£135	-£165	45%
	Staff mileage	£301	£300	£99	-£201	33%
	IT Support	£295	£400	£705	£305	176%
	Miscellaneous	£3,355		£363	£363	
Fundraising expenditure		£130	£500	£52	-£448	10%
Total charitable expenditure		£81,608	£97,232	£103,090	£5,857	106%
Net of receipts and payments		-£7,780	-£8,109	£3,814		

**Independent Examiner's report to the trustees of
Rodborough Playgroup**

I report on the accounts for the year ended 31 August 2021, which are set out on pages 1-3.

Responsibilities and basis of report

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

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving cause to believe:

1. That accounting records were not kept as required by section 130 of the Act; or
2. That the accounts do not accord with those records; or
3. That the accounts do not comply with the accounting requirements of the Act; or
4. That there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Dan Tarr
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Date: 3 November 2021