

Chafford Hundred Preschool Annual general Meeting by zoom Wednesday 12<sup>th</sup> May 2021

On line attendants:

Sheila madden, Sharon Nash , Kay Dunham, Angela Bannister, Lauren Freeman , Victoria Curtis,Ruth Lilliot, Stephanie Galea , Christopher Curtis, Kelly Coultish and Lynn and ed Botham by telephone.

Minutes of the last meeting were read and approved .

The treasurer Sheila Madden read the year end accounts. It was agreed although we had been through lockdown that our financial situation was much better than expected , partly due to thurrock council and the government continuing to pay our funding . Allowing staff to be paid . From September 2020 we reopened full time and our numbers have continued to increase and the increase in the fees has shown a slight improvement.

Any other Business:

Due to covid we had to shut our younger group for two days before the Christmas . The older room remained open and the children enjoyed their Christmas party . Auntie Sheila and. Auntie Sharon delivered Christmas gifts to all the younger children , with Sheila dressed as Father Christmas . This brought great excitement to their door steps. New Year we welcomed some new starters whilst following the covid guidelines with the support of all our parents. We held our Easter Bonnet parade and egg hunt behind closed doors . We have been very diligent with our risk assessment and cleaning routines. The setting has been. Running form the outside areas for 99% of the time. Our staff have continued with their professional development taking part in online courses . Tapestry : The parents have been able to keep u to date with their children’s progress through tapestry and ass their own observations .

Committee :

The committee was appointed as follows:

Role.	Proposed.	Seconded
Chairperson.	Lynn Botham.	Chris Curtis
Treasurer.	Sheila Madden.	Kelly Coultish
Secretary.	Mel Moss.	Ruth Lilliot

Fundraisers:Victoria Curtis , Lauren Freeman and Stephanie Galea

Date of next meeting 4<sup>th</sup> November 2021

# Chafford 100 Playgroup

Unaudited Accounts

for the Year Ended 31 December 2020

Brian Nuttgens Accountants Ltd  
Chartered Certified Accountants  
1007 London Road  
Leigh-On-Sea  
Essex  
SS9 3JY

## Chafford 100 Playgroup Contents

Trustees and Advisers	1
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Notes to the Financial Statements	6 to 7

**Chafford 100 Playgroup  
Proprietor and Advisers**

**Trustees**

Mrs Sheila Madden

Mrs Sharon Nash

**Charity Number**

1019707

**Charity Address**

Clifford Road  
Chafford 100  
Grays  
Essex  
RM16 6BZ

**Accountants**

Brian Nuttgens Accountants Ltd  
Chartered Certified Accountants  
1007 London Road  
Leigh-On-Sea  
Essex  
SS9 3JY

**Chartered Certified Accountants' Report to the Proprietor on the Preparation of the  
Unaudited Financial Information of  
Chafford 100 Playgroup  
for the Year Ended 31 December 2020**


In accordance with the engagement letter we have prepared for your approval the financial information of Chafford 100 Playgroup for the year ended 31 December 2020 which comprises the Profit and Loss Account, the Balance Sheet and the related notes from the entity's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants (ACCA), we are subject to its ethical and other professional requirements which are detailed at <http://www.accaglobal.com/en/member/professional-standards/rules-standards/acca-rulebook.html>.

This report is made solely to you, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the financial information of Chafford 100 Playgroup and state those matters that we have agreed to state to you in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at [http://www.accaglobal.com/content/dam/ACCA\\_Global/Technical/fact/technical-factsheet-163.doc](http://www.accaglobal.com/content/dam/ACCA_Global/Technical/fact/technical-factsheet-163.doc). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Mrs Sheila Madden for our work or for this report.

You have approved the financial information for the year ended 31 December 2020 and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.



.....  
Brian Nuttgens Accountants Ltd  
Chartered Certified Accountants

1007 London Road  
Leigh-On-Sea  
Essex  
SS9 3JY

Date : ..... 14/5/21 .....

**Chafford 100 Playgroup**  
**Approval of Financial Information for the Year Ended 31 December 2020**

In accordance with the engagement letter, I approve the financial information which comprises the Profit and Loss Account, the Balance Sheet and the related notes.

I acknowledge my responsibility for the financial information, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing Brian Nuttgens Accountants Ltd with all information and explanations necessary for its compilation.

I give my authority for the financial information to be submitted to HM Revenue and Customs.

The financial information was approved by the Trustees on .....

.....*S. Madden*.....

Mrs Sheila Madden  
Trustee

.....*S. Nash*.....

Mrs Sharon Nash  
Trustee

**Chafford 100 Playgroup**  
**Profit and Loss Account for the Year Ended 31 December 2020**

	2020 £	2019 £
<b>Turnover</b>		
Fees received	179,591	176,123
<b>Other income</b>		
Other income	-	150
<b>Total income</b>	<u>179,591</u>	<u>176,273</u>
<b>Cost of sales</b>		
Opening stock	(325)	(315)
Equipment & Expendable materials	(2,705)	(4,421)
Closing stock	-	325
Wages and salaries	(135,419)	(156,036)
	<u>(138,449)</u>	<u>(160,447)</u>
<b>Gross profit</b>	<u>41,142</u>	<u>15,826</u>
Gross profit %	22.91%	8.98%
<b>Expenses</b>		
Staff training	(1,044)	(1,246)
Rent and rates	(4,804)	(5,638)
Light, heat and power	(1,689)	(2,598)
Insurance	(1,737)	(1,728)
Repairs and maintenance	(1,282)	(490)
Repairs and renewals	(544)	(1,055)
Telephone and fax	(752)	(987)
Printing, postage and stationery	(263)	(255)
Trade subscriptions	(874)	(379)
Sundry expenses	(3,490)	(3,532)
Cleaning & Waste disposal	(4,607)	(4,244)
Travel & motor expenses	(771)	(1,957)
Accountancy fees	(1,872)	(1,488)
Legal and professional fees	-	(20)
Bank charges	-	(8)
Depreciation of fixtures and fittings	(575)	(767)
Depreciation of office equipment	(18)	(24)
	<u>(24,322)</u>	<u>(26,416)</u>
<b>Interest payable</b>		
Other interest payable	(34)	-
<b>Net (deficit)/surplus</b>	<u>16,786</u>	<u>(10,590)</u>

**Chafford 100 Playgroup  
Balance Sheet as at 31 December 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	2	1,779	2,372
<b>Current assets</b>			
Stocks	3	-	325
Cash at bank and in hand		47,800	26,912
		47,800	27,237
<b>Current liabilities</b>			
Other creditors		(40,572)	(34,379)
PAYE and social security		(1,466)	(4,476)
		(42,038)	(38,855)
<b>Net current assets/(liabilities)</b>		5,762	(11,618)
<b>Net assets/(liabilities)</b>		7,541	(9,246)
<b>Financed by:</b>			
Unrestricted funds	4	7,541	(9,245)

These financial statements were approved on .....

I approve the accounts and confirm that I have made available all relevant records and information for their preparation.

*S. E. Madden*

Mrs Sheila Madden  
Trustee

*Sharon Nash*

Mrs Sharon Nash  
Trustee

**Chafford 100 Playgroup**  
**Notes to the Financial Statements for the Year Ended 31 December 2020**

**1 Accounting policies**

**Basis of preparation**

The accounts have been prepared under the historical cost convention.

**Turnover**

Turnover represents amounts chargeable in respect of the sale of goods and services to customers.

**Depreciation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

**Asset class**

Fixtures & fittings, Office equipment

**Depreciation method and rate**

25% reducing balance

**Stock, work in progress and long term contracts**

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs.

**2 Tangible fixed assets**

	Long leasehold property £	Fixtures and fittings £	Office equipment £	Total £
<b>Cost</b>				
At 1 January 2020	27,441	11,629	1,397	40,467
At 31 December 2020	27,441	11,629	1,397	40,467
<b>Depreciation</b>				
At 1 January 2020	27,441	9,330	1,324	38,095
Charge for the year	-	575	18	593
At 31 December 2020	27,441	9,905	1,342	38,688
<b>Net Book Value</b>				
At 31 December 2020	-	1,724	55	1,779
At 31 December 2019	-	2,299	73	2,372

**3 Stocks**

	2020 £	2019 £
Stocks	-	325
	-	325

**Chafford 100 Playgroup**  
**Notes to the Financial Statements for the Year Ended 31 December 2020**

**4 Movement in funds**

	<b>Unrestricted funds</b>
	<b>£</b>
At 1 January 2020	
(Deficit)/Surplus for period	(9,245)
	<u>16,786</u>
At 31 December 2020	<u>7,541</u>

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