

Chafford Hundred Preschool Annual General Meeting
Wednesday 8th June 2022

Attendees :

Sheila Nash , Sheila Madden , Kay Dunham, Mel Moss, Maisie Lovett , Angela Bannister, Lauren Freeman Lisa McCarthy, Ruth Lilliot , Kelly Coultish, Salena Simmons , Kerry Simmons, Lewis Simmons , Paula Wood ,Claire Lovegrove, Matthew Coultish , Lynn and Ed Botham .

Minutes of the last meeting was read and approved .

The treasurer Sheila Madden read the year end accounts . Although it was agreed at the last AGM That the fees should increase because of Covid and the economic climate we were unable to increase the fees for September 2021 . In our favour we have seen an increase in applications to join the preschool.

It has been proposed that we need the children's toilets refurbished and the manager Sharon Nash will undertake sources tradesmen's

Any other business:

In January 2021 we were locked out of the building by bad weather and needed the fire brigade to cut our locks for us , which took much longer than expected due to the size of the paddock on the gate.

We have enhanced our risk assessments.

On the 29th January we had to shut the younger room due to covid and sent out all the relevant paperwork to parents .
Informed public health and Ofsted .

The staff have been attending Senco courses and forums.

Managers forums keeping up to date with the new EYFS ,
Ofsted , and local guidelines involving Covid . Our local early
years team are not visiting settings at this time in line with
council policy but are available by phone or online . First aid
training.

This year we will have visits from the :

Photographer – Rocky Road show-

The Library-Father Christmas -Christmas sing along and
Nativity

We hope to invite parents in for : Mother and Father's Day
events. Easter bonnet parades and Graduations .

Tapestry – We are still using tapestry our online learning
journal for staff and parents .

We have taken on a new parent/volunteer who is DBS
checked .

Well being and mindfulness :

In view of recent events the staffs well being has become a
higher priority / we have given them time off when needed .
Time to talk with management and peers. Some of the staff
have cut back on their hours for a better work life balance

Committee:

Role.	Proposed.	Seconded
Chairperson.	Lyn Botham.	Kelly Coultish
Treasurer.	Sheila Madden	Lewis Simmons
Secretary.	Mel Moss.	Maisie Lovett

Fundraisers : Victoria Curtis , Lauren Freeman

Chafford 100 Playgroup

Unaudited Accounts

for the Year Ended 31 December 2021

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

Chafford 100 Playgroup Contents

Trustees and Advisers	1
Accountants' Report	2
Approval of Financial Information	3
Profit and Loss Account	4
Balance Sheet	5
Funds Flow Statement	6
Notes to the Financial Statements	7 to 8

**Chafford 100 Playgroup
Proprietor and Advisers**

Charity Address

Clifford Road
Chafford 100
Grays
Essex
RM16 6BZ

Trustees

Mrs Sheila Madden
Mrs Sharon Nash

Charity Number

1019707

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 2021**


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 2021 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. 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 2021 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 : 27/4/2022

Chafford 100 Playgroup
Approval of Financial Information for the Year Ended 31 December 2021

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.

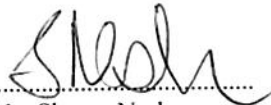
I acknowledge my responsibility for the financial information, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing Brian Nuttgens Accountants Ltd with all information and explanations necessary for its compilation.

I give my authority for the financial information to be submitted to the charities commission.

The financial information was approved by the trustees on



.....
Mrs Sheila Madden
Trustee



.....
Mrs Sharon Nash
Trustee

Chafford 100 Playgroup
Profit and Loss Account for the Year Ended 31 December 2021


	31 December 2021 £	31 December 2020 £
Turnover		
Fees received	201,231	179,591
Total income	201,231	179,591
Cost of sales		
Opening stock	-	(325)
Equipment & Expendable materials	(5,953)	(2,705)
Wages and salaries	(146,765)	(135,419)
	(152,718)	(138,449)
Gross profit	48,513	41,142
Gross profit %	24.11%	22.91%
Expenses		
Staff training	(1,661)	(1,044)
Rent and rates	(4,830)	(4,804)
Light, heat and power	(2,658)	(1,689)
Insurance	(1,784)	(1,737)
Repairs and maintenance	(1,529)	(1,282)
Repairs and renewals	(113)	(544)
Telephone and fax	(865)	(752)
Printing, postage and stationery	(282)	(263)
Trade subscriptions	(354)	(874)
Sundry expenses	(4,428)	(3,490)
Cleaning & Waste disposal	(6,194)	(4,607)
Travel & motor expenses	(896)	(771)
Accountancy fees	(1,728)	(1,872)
Bank charges	(15)	-
Depreciation of fixtures and fittings	(639)	(575)
Depreciation of office equipment	(14)	(18)
	(27,990)	(24,322)
Interest payable		
Other interest payable	-	(34)
Net (deficit/surplus)	20,523	16,786


**Chafford 100 Playgroup
Balance Sheet as at 31 December 2021**

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	2	1,956	1,779
Current assets			
Cash at bank and in hand		65,536	47,800
Current liabilities			
	3		
Other creditors		(37,838)	(40,572)
PAYE and social security		(1,590)	(1,466)
		(39,428)	(42,038)
Net current assets		26,108	5,762
Net assets		28,064	7,541
Financed by:			
Capital accounts	4	28,064	7,541

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.


.....
Mrs Sheila Madden
Trustee


.....
Mrs Sharon Nash
Trustee

Chafford 100 Playgroup
Funds Flow Statement for the Year Ended 31 December 2021

	2021 £	2020 £
Revenue funds		
Net surplus for the year	20,523	16,786
Non cash items		
Depreciation	653	593
	653	593
Trading cash flow	21,176	17,379
Working capital movements		
Decrease in stocks	-	325
(Decrease)/increase in creditors	(2,610)	3,183
Net cash (decrease)/increase from working capital	(2,610)	3,508
Net revenue funds	18,566	20,887
Movement of capital funds		
Fixed assets purchased	(830)	-
Net cash outflow from capital transactions	(830)	-
Charity capital account movements		
Net cash paid in/(drawn)	-	-
Trustee's current account movements		
Net cash paid in/(drawn)	-	-
Movement in net liquid funds	17,736	20,887
Represented by:		
Increase/(decrease) in cash balances	96	(8)
Increase in bank balances	17,640	20,896
	17,736	20,888

Chafford 100 Playgroup
Notes to the Financial Statements for the Year Ended 31 December 2021

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	Depreciation method and rate
Fixtures & fittings, Office equipment	25% reducing balance

2 Tangible fixed assets

	Long leasehold property £	Fixtures and fittings £	Office equipment £	Total £
Cost				
At 1 January 2021	27,441	11,629	1,397	40,467
Additions	-	830	-	830
At 31 December 2021	27,441	12,459	1,397	41,297
Depreciation				
At 1 January 2021	27,441	9,905	1,342	38,688
Charge for the year	-	639	14	653
At 31 December 2021	27,441	10,544	1,356	39,341
Net Book Value				
At 31 December 2021	-	1,915	41	1,956
At 31 December 2020	-	1,724	55	1,779

3 Current liabilities

	2021 £	2020 £
Other creditors	37,838	40,572
PAYE and social security	1,590	1,466
	<u>39,428</u>	<u>42,038</u>

Chafford 100 Playgroup
Notes to the Financial Statements for the Year Ended 31 December 2021

4 Movement in funds

	Mrs Sheila Madden
	£
At 1 January 2021	7,541
(Deficit)/Surplus for period	<u>20,523</u>
At 31 December 2021	<u>28,064</u>

Chafford 100 Playgroup

Unaudited Accounts

for the Year Ended 31 December 2021

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

Chafford 100 Playgroup Contents

Trustees and Advisers	1
Accountants' Report	2
Approval of Financial Information	3
Profit and Loss Account	4
Balance Sheet	5
Funds Flow Statement	6
Notes to the Financial Statements	7 to 8

**Chafford 100 Playgroup
Proprietor and Advisers**

Charity Address

Clifford Road
Chafford 100
Grays
Essex
RM16 6BZ

Trustees

Mrs Sheila Madden
Mrs Sharon Nash

Charity Number

1019707

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 2021**

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 2021 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. 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 2021 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 : 27/4/2022

Chafford 100 Playgroup
Approval of Financial Information for the Year Ended 31 December 2021

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.

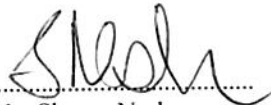
I acknowledge my responsibility for the financial information, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing Brian Nuttgens Accountants Ltd with all information and explanations necessary for its compilation.

I give my authority for the financial information to be submitted to the charities commission.

The financial information was approved by the trustees on



.....
Mrs Sheila Madden
Trustee



.....
Mrs Sharon Nash
Trustee

Chafford 100 Playgroup
Profit and Loss Account for the Year Ended 31 December 2021

	31 December 2021 £	31 December 2020 £
Turnover		
Fees received	201,231	179,591
Total income	201,231	179,591
Cost of sales		
Opening stock	-	(325)
Equipment & Expendable materials	(5,953)	(2,705)
Wages and salaries	(146,765)	(135,419)
	(152,718)	(138,449)
Gross profit	48,513	41,142
Gross profit %	24.11%	22.91%
Expenses		
Staff training	(1,661)	(1,044)
Rent and rates	(4,830)	(4,804)
Light, heat and power	(2,658)	(1,689)
Insurance	(1,784)	(1,737)
Repairs and maintenance	(1,529)	(1,282)
Repairs and renewals	(113)	(544)
Telephone and fax	(865)	(752)
Printing, postage and stationery	(282)	(263)
Trade subscriptions	(354)	(874)
Sundry expenses	(4,428)	(3,490)
Cleaning & Waste disposal	(6,194)	(4,607)
Travel & motor expenses	(896)	(771)
Accountancy fees	(1,728)	(1,872)
Bank charges	(15)	-
Depreciation of fixtures and fittings	(639)	(575)
Depreciation of office equipment	(14)	(18)
	(27,990)	(24,322)
Interest payable		
Other interest payable	-	(34)
Net (deficit/surplus)	20,523	16,786

**Chafford 100 Playgroup
Balance Sheet as at 31 December 2021**

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	2	1,956	1,779
Current assets			
Cash at bank and in hand		65,536	47,800
Current liabilities			
	3		
Other creditors		(37,838)	(40,572)
PAYE and social security		(1,590)	(1,466)
		(39,428)	(42,038)
Net current assets		26,108	5,762
Net assets		28,064	7,541
Financed by:			
Capital accounts	4	28,064	7,541

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. C. Madden
.....
Mrs Sheila Madden
Trustee

Sharon Nash
.....
Mrs Sharon Nash
Trustee

Chafford 100 Playgroup
Funds Flow Statement for the Year Ended 31 December 2021

	2021 £	2020 £
Revenue funds		
Net surplus for the year	20,523	16,786
Non cash items		
Depreciation	653	593
	653	593
Trading cash flow	21,176	17,379
Working capital movements		
Decrease in stocks	-	325
(Decrease)/increase in creditors	(2,610)	3,183
Net cash (decrease)/increase from working capital	(2,610)	3,508
Net revenue funds	18,566	20,887
Movement of capital funds		
Fixed assets purchased	(830)	-
Net cash outflow from capital transactions	(830)	-
Charity capital account movements		
Net cash paid in/(drawn)	-	-
Trustee's current account movements		
Net cash paid in/(drawn)	-	-
Movement in net liquid funds	17,736	20,887
Represented by:		
Increase/(decrease) in cash balances	96	(8)
Increase in bank balances	17,640	20,896
	17,736	20,888

Chafford 100 Playgroup
Notes to the Financial Statements for the Year Ended 31 December 2021

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	Depreciation method and rate
Fixtures & fittings, Office equipment	25% reducing balance

2 Tangible fixed assets

	Long leasehold property £	Fixtures and fittings £	Office equipment £	Total £
Cost				
At 1 January 2021	27,441	11,629	1,397	40,467
Additions	-	830	-	830
At 31 December 2021	27,441	12,459	1,397	41,297
Depreciation				
At 1 January 2021	27,441	9,905	1,342	38,688
Charge for the year	-	639	14	653
At 31 December 2021	27,441	10,544	1,356	39,341
Net Book Value				
At 31 December 2021	-	1,915	41	1,956
At 31 December 2020	-	1,724	55	1,779

3 Current liabilities

	2021 £	2020 £
Other creditors	37,838	40,572
PAYE and social security	1,590	1,466
	<u>39,428</u>	<u>42,038</u>

Chafford 100 Playgroup
Notes to the Financial Statements for the Year Ended 31 December 2021

4 Movement in funds

	Mrs Sheila Madden
	£
At 1 January 2021	7,541
(Deficit)/Surplus for period	<u>20,523</u>
At 31 December 2021	<u>28,064</u>