

Annual General Meeting 28th July 2024

Attendees:

Sharon Nash, Sheila Madden, Angela Bannister, Lauren Freeman, Kenny Mcinulty, Jean Robertson, Mel Moss, Kay Dunham, Hannah Brown, Victoria Curtis, Sandra Lewis, Paula Wood, Lisa McCarthy, Ruth Lilliott, Charlotte Hale, A Valji, Clare Algar.

Apologies: Maisie Lovett, Paul Lovett

Minutes:

The minutes were read and agreed.

Accounts:

The accounts were verified and approved by Tony Spencer of Brian Nuttgens accountants, Leigh on Sea.

The treasurer Mrs Sheila Madden passed around copies of the year end accounts. The financial situation was steady, with the number of children now attending. As with everything else the bills in the preschool have increased, so we have put strategies in place to make sure everything remains viable.

Any other Business:

The new starters that joined in January have settled well and the preschool is operating at capacity.

The staff have continued with their professional development by attending training course. Regular managers and safeguarding and Senco forums. First aid

has been kept up to date for all members off preschool staff.

Election of Committee:

Proposed

Chairperson Kenny Mcinulty Seconded by Victoria Curtis

Committee Jean Robertson Seconded by Hannah Brown

Treasurer Sheila Madden Seconded by Mel Moss

Fund raisers Mel Moss, Victoria Curtis.

Our area welfare office has completed her audit for the local authority.

We have had our fire safety equipment checked and PAT testing completed.

We have had our photographer attend the setting, offering portraits for parents to purchase.

Easter Bonnet: The children took part in the annual Easter bonnet

parade: parents were welcomed in to watch. A certificate and egg were awarded to each child.

We held a coronation party in the garden for King Charles III-with all parents in attendance. We had ordered a celebration cake to mark the occasion. The whole day was a great success.

Rocky Animal roadshow came back to visit us with farm animals and more exotic creatures. This was another great day enjoyed by parents, grandparents, children, and staff.

Fathers Day, we celebrated with a children's sport day and Fathers Day races on our adjoining field.

Graduation ceremonies were held in July to celebrate our children's achievements. This was a very well attended event. Its always a happy but sad occasion for the staff who build strong bonds with the children and their families.

In September we welcomed our new starters who have all settled well.

We took part in a food bank collection as part of our Harvest festival celebrations.

We welcomed a Christmas photographer to take pictures of the children.

The older children put on a wonderful nativity performance and the younger children held a carol sing along. Both performances were very well attended.

We finished the year with the Children's Christmas party which was extremely enjoyable for all.

Chafford 100 Playgroup

Unaudited Accounts

for the Year Ended 31 December 2023

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

Chafford 100 Playgroup Contents

| | |
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**Chafford 100 Playgroup
Proprietor and Advisers**

Charity Address

Clifford Road
Chafford 100
Grays
Essex
RM16 6BZ

Charity Number

1019707

Trustees

Mrs Sheila Madden
Mrs Sharon Nash

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 2023**

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 2023 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 the trustees for our work or for this report.

You have approved the financial information for the year ended 31 December 2023 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 : 26/6/2024

Chafford 100 Playgroup
Approval of Financial Information for the Year Ended 31 December 2023

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 proprietor on27/6/24.....



Mrs Sheila Madden
Trustee



Mrs Sharon Nash
Trustee

Chafford 100 Playgroup
Profit and Loss Account for the Year Ended 31 December 2023

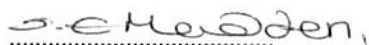
| | 31 December 2023 £ | 31 December 2022 £ |
|---------------------------------------|-----------------------------------|-----------------------------------|
| Turnover | | |
| Fees received | 223,693 | 217,782 |
| Total income | 223,693 | 217,782 |
| Cost of sales | | |
| Equipment & Expendable materials | (5,114) | (6,568) |
| Wages and salaries | (172,751) | (148,666) |
| | (177,865) | (155,234) |
| Gross profit | 45,828 | 62,548 |
| Gross profit % | 20.49% | 28.72% |
| Expenses | | |
| Staff training | (2,130) | (1,317) |
| Rent and rates | (6,554) | (8,433) |
| Light, heat and power | (4,948) | (4,176) |
| Insurance | (1,147) | (1,051) |
| Repairs and maintenance | (1,041) | (668) |
| Repairs and renewals | (3,278) | (21,281) |
| Telephone and fax | (1,228) | (1,088) |
| Printing, postage and stationery | (103) | (295) |
| Trade subscriptions | (261) | (527) |
| Sundry expenses | (6,671) | (11,322) |
| Cleaning & Waste disposal | (5,350) | (5,734) |
| Protective clothing | (236) | (716) |
| Travel & motor expenses | (717) | (1,960) |
| Childrens entertainment | (932) | (1,225) |
| Accountancy fees | (1,728) | (1,728) |
| Bank charges | (17) | (14) |
| Depreciation of fixtures and fittings | (359) | (478) |
| Depreciation of office equipment | (8) | (10) |
| | (36,708) | (62,023) |
| Net (deficit)/surplus | 9,120 | 525 |

**Chafford 100 Playgroup
Balance Sheet as at 31 December 2023**

| | Note | 2023 £ | 2022 £ |
|----------------------------|------|----------------|----------------|
| Fixed assets | | | |
| Tangible assets | 2 | 1,101 | 1,468 |
| Current assets | | | |
| Debtors | 3 | 1,446 | 1 |
| Cash at bank and in hand | | 37,171 | 28,651 |
| | | <u>38,617</u> | <u>28,652</u> |
| Current liabilities | | | |
| | 4 | | |
| Other creditors | | (144) | (144) |
| PAYE and social security | | (1,865) | (1,387) |
| | | <u>(2,009)</u> | <u>(1,531)</u> |
| Net current assets | | <u>36,608</u> | <u>27,121</u> |
| Net assets | | <u>37,709</u> | <u>28,589</u> |
| Financed by: | | | |
| Capital accounts | 5 | <u>37,710</u> | <u>28,589</u> |

These financial statements were approved on ...27/6/24.....

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 2023

| | 2023 £ | 2022 £ |
|--|-----------|-----------|
| Revenue funds | | |
| Net surplus for the year | 9,120 | 525 |
| Non cash items | | |
| Depreciation | 367 | 488 |
| | 367 | 488 |
| Trading cash flow | 9,487 | 1,013 |
| Working capital movements | | |
| Increase in debtors | (1,445) | (1) |
| Increase/(decrease) in creditors | 478 | (37,897) |
| Net cash decrease from working capital | (967) | (37,898) |
| Net revenue funds | 8,520 | (36,885) |
| Movement of capital funds | | |
| Net cash inflow/(outflow) from capital transactions | - | - |
| Trustee's capital account movements | | |
| Net cash paid in/(drawn) | - | - |
| Trustee's current account movements | | |
| Net cash paid in/(drawn) | - | - |
| Movement in net liquid funds | 8,520 | (36,885) |
| Represented by: | | |
| (Decrease)/increase in cash balances | (400) | 220 |
| Increase/(decrease) in bank balances | 8,920 | (37,105) |
| | 8,520 | (36,885) |

Chafford 100 Playgroup
Notes to the Financial Statements for the Year Ended 31 December 2023

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 2023 | 27,441 | 12,459 | 1,397 | 41,297 |
| At 31 December 2023 | 27,441 | 12,459 | 1,397 | 41,297 |
| Depreciation | | | | |
| At 1 January 2023 | 27,441 | 11,022 | 1,366 | 39,829 |
| Charge for the year | - | 359 | 8 | 367 |
| At 31 December 2023 | 27,441 | 11,381 | 1,374 | 40,196 |
| Net Book Value | | | | |
| At 31 December 2023 | - | 1,078 | 23 | 1,101 |
| At 31 December 2022 | - | 1,437 | 31 | 1,468 |

3 Debtors

| | 2023 £ | 2022 £ |
|---------------|-----------|-----------|
| Other debtors | - | 1 |
| Prepayments | 1,446 | - |
| | 1,446 | 1 |

Chafford 100 Playgroup
Notes to the Financial Statements for the Year Ended 31 December 2023

4 Current liabilities

| | 2023 | 2022 |
|--------------------------|-------------|-------------|
| | £ | £ |
| Other creditors | 144 | 144 |
| PAYE and social security | 1,865 | 1,387 |
| | 2,009 | 1,531 |

5 Capital account

| | Trustees Funds |
|----------------------------|-----------------------|
| | £ |
| At 1 January 2023 | 28,589 |
| Surplus for period | 9,121 |
| At 31 December 2023 | 37,710 |

Chafford 100 Playgroup

Unaudited Accounts

for the Year Ended 31 December 2023

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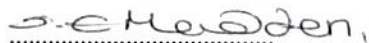
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