

Manager's Report: Monday 11th January 2021

- We are significantly down in numbers from this time last year. We had an average intake of 11.5 per day, we currently have 7 per day.
- This equates to a deficit of approximately £4,600.
- We have been able to offset some of this with furloughing staff.
- I estimate that we are around £1,600 less in revenue from the Spring 2020 figures.
- We are currently awaiting on Cheshire East to let us know if they will support the deficit as they did in the Autumn Term 2020.
- We currently have four children not attending over the next six weeks, we are unsure if Cheshire East will honour the funding as of yet.
- One new child has not started due to the current situation.
- Many counties have already said they will be helping in this way.
- Cheshire East are awaiting government directive before offering support.
- We have potentially three new children that may start with us in the Summer Term.
- We have now been able to start purchasing new toys and equipment for preschool with the amazing amount of funding we have received.
- Preschool toys and equipment are very expensive in general, but we have shopped around for best buys.
- I will need to look at ordering from Amazon and IKEA next as this is where a bulk of our new items are coming from.
- To begin ordering I will need someone that can have access to the preschool bank account. I can give them a list of goods we have chosen or ask that money is transferred into the Playgroup account. This is however a sizable sum and would be in the region of £1,500.
- We have spent so far around £550. After we have purchased our items, we should have around £1,000 still to spend. This is from the Co-Op and Town Council awards. We will be re-grouping after the initial purchases as we have other items to add to our lists.
- I will be sending out text messages to remind parents not to bring children in with colds, sore throats, tummy upsets or if they are generally unwell. Including children that require Calpol. This was stipulated in September, but we feel we need to gently remind parents. We do not wish to cause any upset, however a poorly child can lower the immunity of the other children and staff.



Wendy House
 St. John's Preschool
 Sandbach Heath 
 01270 761 505
 www.sandbachheathpreschool.co.uk

A.G.M 11th January 2021

Members	Job Title	Email address
Hazel Hilton	Manager	hzhilton@gmail.com
Martin Douglas	Chairman/Health & Safety	Martin.douglas73@yahoo.co.uk
Helen Brumby	Treasurer/Safe Guarding	helenbrumby@hotmail.com
Sophie Douglas	Secretary/Fund raising co-ordinator	Sophiemd1981@yahoo.co.uk
Mark Harby	Trustee	markharby@me.com
Liz Cockram	Committee member	Eliz1905@yahoo.co.uk
Kat Cruse	Committee member	katlouisehilton@hotmail.com
Lucy Parr	Committee Member	lucypaynter@hotmail.com
Charlotte Edwards	Friend of committee	Cowen86@hotmail.com
Laura Ryder	Friend of committee	Ladylee06@hotmail.co.uk
Justine & DJ Clack	Friend of committee	justineclack@gmail.com
Anneka Field	Friend of committee	annekadye@yahoo.co.uk
Julie Fyles	Friend of committee	j.fyles5@gmail.com
Circulation	Mrs Fithon, Alana Tudor	
Apologies	Kat Cruse	
Minutes prepared by	Sophie Douglas	
Date	14.1.21	

1.	Welcome All	Completion	Action
	General introduction and welcome to everyone, especially all the new faces! Brief overview of our committee and how its run.		
2.	Commercial/Finance		
2.1	Financial year runs Sep-Sep We did better than we anticipated last year, possibly due to furlough of staff. No redundancies. Mrs G Fithon remains furloughed. ?if furlough will be extended until June	Ongoing	Helen

2.2	Cheshire East honoured the fees for children so still had that money coming in. Waiting to hear if they will do this again now? Currently operating at a profit!	Current	Helen/Hazel
2.3	Fundraising – raised a huge amount! Massive thanks to all for all the time, effort and dedication! Exciting to be able to let the staff buy some much needed new and exciting toys/resources. Laura explained the Benevity causes. A scheme which allows companies to donate/sponsor our charity, and we can log the money we raise from events and they will match it. (Laura please correct me if this is wrong!)	Ongoing	Laura/Sophie
2.4	Mark questioned the Wendy House depreciation - ?now paid for/could come off our accounts? Helen to look into.	ASAP	Helen
2.5	Tony (ex Chair) now auditing our accounts		
2.6	Role of treasurer highlighted. As Helen wont b staying forever, if anyone fancies looking into this role, or knows anyone (friend, relative, maybe retired and looking for something to do!)		Let Helen or one of us know
3.	Mangers Report – see attached document		
3.1	Numbers are significantly down from this time last year. This equates to a deficit of £4600. Cheshire East are a/w directive from the government regarding any support for this.	Current	Hazel/Helen/Martin
3.3	New Toys!!! - £1500 has been raised to spend on new toys/resources! Currently in the process of ordering. Need someone to do this that has access to preschool bank account. ?Could paypal be used?	Curent	Helen
3.4	Using 2 settings – Currently with situation government strongly advise against. Too much risk of mixing, many different children/staff/families put at greater risk.		
3.5	Getting more children in! – Different ideas discussed to consider. Advertising with leaflets through doors, leave at GP surgery/Health visitors, playgroups when they start up again, banners/posters around the town/locally, parks.	Start thinking about now, to action Easter time or before	Anyone who would like to help/head this up??
4.	Fundraising		
4.1	Look into ideas we want to improve at preschool. When applying for grants and funds they need to know the 'project' etc. Always lots of companies etc, just a caes of findng out nd applying. Liz mentione Garfield Weston Foundation. Also we could apply for Nation Lottery grant again.		
4.2	This year we have bought the new shed and soon will have storage boxes full of some fab new outside toys too! Once again thanks to Sandy,		

	Martin, Phil, Ben for all they did to make this happen!		
5.	Maintenance		
5.1	Finally re-decorated and looks fab! Carpet also deep cleaned thanks to the loan from Tony(Lucy!)		
5.2	SINK – currently not working, needs a new washer!	ASAP-within restrictions	DJ kindly offered
5.3	Still thinking about an adult toilet/more private for the staff. Would need to be careful with grants etc, but could try to raise money separately specifically for this??	Any thoughts?	
6.	A.O.B		
6.1	Anybody wishing to become an official member (don't have to have a 'role') can do as much or as little as they choose, or just attend the meetings. The 'official' is purely for ofsted purposes but does require you to have a DBS check, and a form EY2/3(which Hazel/Helen) will do for you.		

Thank-you all so so much for attending the zoom meeting, it really was lovely to see some new faces!

Please let me know if you have any questions or ideas and we can look into them!

SANDBACH HEATH ST JOHN'S PLAYGROUP INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR TO 31.08.2020

Sept 18 - August 19

2020

FEES	4,569.72
VOUCHERS	0.00
GRANT	39,965.33
FUNDRAISING	4823.92
INTEREST ON DEPOSIT ACCOUNT	0.00
SNACK MONEY	56.20
MILK REFUND	277.20
OTHER	6,520.15
Totals	56,212.52

EXPENDITURE

WAGES	40,597.24
TRAINING	217.60
PREMISES	3,418.93
FENCE - GRANT FUNDED	0.00
PHOTOS	0.00
MILK	359.40
REFRESHMENTS	313.05
INSURANCE	1,901.50
TELEPHONE	1,330.45
ADMIN / ACCOUNTANTS	3,796.36
INDEPENDENT EXAMINER	0.00
STATIONERY / COPYING	215.29
TOYS	1,133.30
GIFTS	30.00
MISC. & FUNDRAISING	64.41
Totals	53,377.53
DEPRECIATION	1,385.00
OPERATING PROFIT/LOSS	1,449.99

SANDBACH HEATH ST JOHN'S PLAYGROUP BALANCE SHEET AS AT 31.08.2020

2020

FIXED ASSETS

WENDY HOUSE COST	27,699
LESS DEPRECIATION	-26,315
	1,384

ASSETS

CASH IN HAND	0.00
BANK CURRENT ACCOUNT	0.00
DEPOSIT ACCOUNT NO NOTICE	34,346.45
HIGH INTEREST ACCOUNT	0.00
TOTAL ASSETS	35,730.74

RESERVES

GENERAL RESERVE AT START OF YEAR	28,460.79
GRANTS FOR PLAYGROUND - restricted fund	
OPERATING PROFIT/LOSS	1,449.99
RESERVES AT END OF YEAR	29,910.78

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13/1/20



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Sandbach Heath (St John's) Playgroup

**On accounts for the year
ended**

31st August 2020

**Charity no
(if any)**

1021342

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2020.

**Responsibilities and
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

AW

Date:

13th January 2021

Name:

Anthony Wilkinson

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

Address:

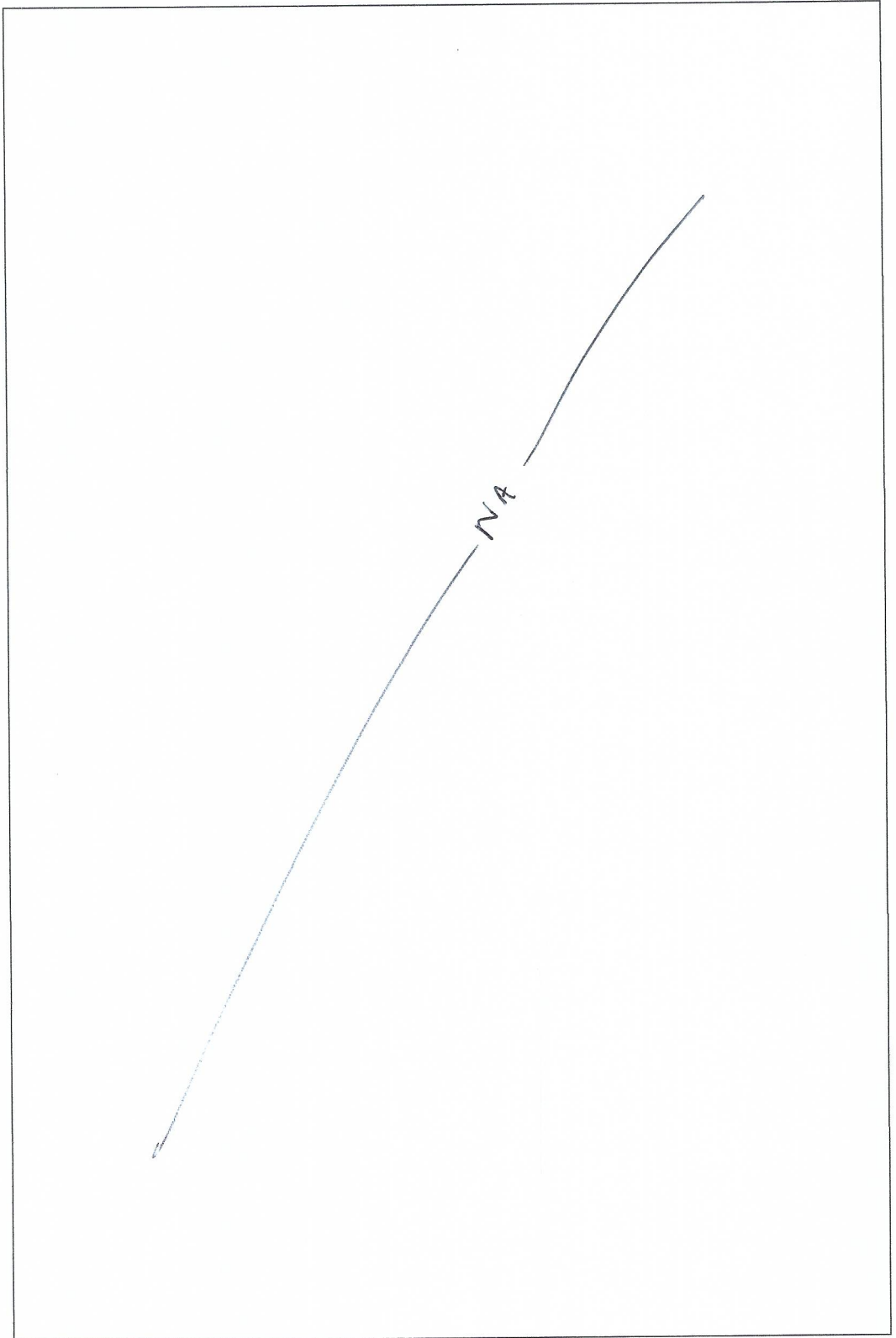
5 Ferndale Close

Sandbach

Cheshire CW11 4HZ

Only complete if the examiner needs to highlight 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.

A large rectangular box with a thin black border. Inside the box, a single, continuous, slightly curved diagonal line is drawn from the bottom-left towards the top-right. The letters 'NA' are handwritten in the center of this line.