

STEPPING STONES PLAYGROUP


Registered Charity No. 1022365

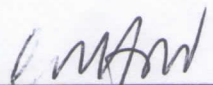
Stepping Stones Playgroup

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 August 2020

	Total 2020 £	Total 2019 £
RECEIPTS AND PAYMENTS ACCOUNT		
Receipts		
Fees	8,668	9,357
Government Grants for 2, 3 and 4 Year Olds	59,837	43,108
Job Retention Scheme	7,248	0
Covid Grant	2,300	0
Fundraising	1,077	4,072
Hot Lunches	35	510
Outings	0	414
Donations	3,000	0
Refunds	61	94
Interest on Deposit Accounts	11	11
Total Receipts	82,237	57,566
Payments		
Salaries	58,885	44,855
Pensions	3,421	2,301
Administration	5,875	2,826
Equipment/Activities/Consumables/Resources	1,060	3,098
Telephone/Utilities/Rates	1,691	994
Insurance/Licences	994	873
Repairs and Renewals	396	601
Advertising/Website	253	196
Training/Subscriptions/Memberships	624	408
Provisions/Milk	166	345
Lunches	1,001	1,062
Outings	308	428
Sundry/Uniforms/Photos	348	454
Total Payments	75,021	58,441
Excess/(shortfall) of Receipts over Payments	7,216	-875
Balance at beginning of year	3,753	4,639
Represented By:		
Petty Cash at 31 August	250	250
Bank Current account at 31 August	10,958	3,753
Deposit Accounts at 31 August	22,542	22,531
	33,750	26,534


Chairperson


Treasurer


Secretary

Stepping Stones Playgroup
AGM
Wednesday 7th October 2020
At 7:30pm

Attendees: Carly Thompson (Playgroup Leader), Claire Rood (Chair), Sarah Barkle (Treasurer), Zoe Hummerstone, Laura Payne, Mary Watt, Charlie Hichens, Ellen Ayers

Emma Wheat, Simon Laken, Polly Vidler, Kate Hayler, Gemma Woods

Apologies: Veronica Ballard (School Representative), Gina Mann (Secretary), Khia Collins, Karen Sims, Simone Steele, Charlotte Connybeer.

Approval of Last Years AGM Minutes: Approved by those present.

Chair Persons Report:

Thank you all for coming this evening. It's great to see you.

My name is Claire Rood and I am the current Chair of Stepping Stones Playgroup. I have been involved on the Committee of this playgroup for 4 1/2 years now. I have also worked at Stoberry for about 14 years so I have seen plenty of children leave Stepping Stones and begin their "big school" journey along with my own children.

What a mad 6 months it has been!

Firstly, I would like to thank all of the staff. They have had to work under very different routines and they have just got on with it and made things safe and normal for the children as possible.

Carly as you know is our Playgroup Leader. Carly works exceptionally hard with the running of Playgroup, especially over the last few months with all of the Covid-19 paperwork she has had to do on top of what she already does to keep Stepping Stones open. Kiah joined the team just as lockdown started so the start of a new job was very different for her but we officially welcomed her as part of the Stepping Stones team.

All of the staff provide a huge amount of support and commitment to the Playgroup, the children and their families and they are a fantastic team who create a lovely atmosphere here for the children.

A group of children moved into Reception Class at the beginning of September and they are doing really well. The staff at Stepping Stones are fundamental in preparing the children so well for their new "big school" adventure. As you can imagine the new routines Mummy or Daddy taking you into school and all of the other routines are so different but they have all adapted really well. We see them most days in their playground all looking happy. I see the Playgroup children coming in most mornings and I can say they have also coped really well with leaving adults at the gate and coming into Playgroup and all of the different routines they have now.

Moving onto the Committee Members – We are ruled by the Preschool Learning Alliance Constitution which we have adopted. This Constitution states that we need a minimum of 5 Committee Members and a maximum of 12, of which 60% need to be current parents.

The Committee fulfil a vital role of our Playgroup. It is the Committee who are responsible for hiring staff and performing staff appraisals. They are responsible for keeping control of the money and running the preschool as a business. The Committee fundraise to provide essential resources such as toys, craft materials, bikes and equipment for the children to enjoy. Any help provided by parents with fundraising events and helping out on cake stalls is always appreciated.

We would love to be able to buy new resources and equipment for the staff and children. The staff, currently have a wish list of resources that they would love to purchase for the children.

Keeping the building in a good state of repair is an ongoing concern too. We are currently looking for a "handy man" to come on a regular basis to keep up with some of the general maintenance.

In short without the dedication and commitment of the staff and the Committee then the Playgroup cannot function and cannot remain open. We need 3 Officers posts, Chair, Treasurer and Secretary to be filled. I have really enjoyed being part of the Committee. However, this is my last meeting as Chair of Stepping Stones. So my position as chair is available and must be filled. If these 3 positions are not filled, then we are acting against our Constitution and very sadly Stepping Stones will have to close as we will then not be acting legally.

Finally, I would again like to thank all the team, staff, Committee and parents in working together to keep Stepping Stones running to benefit all of the children.

Playgroup Leaders Report:

Carly has been Playgroup Leader for 3 years now. Zoe Hummerstone is Deputy & SENCO. ZH is also currently studying to complete her Foundation BA Hons Degree. Laura Payne is ENCO, Mary Watts PE instructor, Charlie Hichens our apprentice completed her level 2 Childcare Certificate and is currently studying for her Level 3. Kiah is our new team member who officially started on June 1st. Ellen Ayers is the administrator who sends out information for parents and assists Carly.

It has been a very different academic year. Stepping Stones Playgroup stayed open throughout the pandemic to offer support to key workers and vulnerable children. It was very sad not to have a Teddy Bears Picnic and say goodbye to our preschool children. However our lovely Key Workers visited every child in their group to say goodbye and hand over all their bags to remember their time at Playgroup.

This academic year has also been strange with risk assessments, cleaning everything, removing toys, setting things up for the children to come back to Playgroup. Parents now can't come on site so we don't have time to talk to you all. So if there is anything you need to talk to us about, please email or phone us.

We now have a new 9am start, which will start as of tomorrow. This now means that the morning session will go back to finishing at 12pm.

We have sadly had to cancel many events so far and we will unfortunately have to cancel the Playgroup Christmas Party with Santa and the Sing a Long. Although we are hoping to record something to put online.

There is a school inset day on Friday 23rd October. However Playgroup will be open as usual.

It is half term in 2 weeks time. There has been some talk of the government extending the half term holiday to 2 weeks instead of one. But so far nothing has been announced or confirmed.

It has been a privilege to work with all your children and watch them grow and learn over this time.

Treasurers Report:

Reported by CR, that due to Covid-19 there isn't much to report on. Covid-19 has affected our fundraising massively which is down on £3,000 from last year. Glastonbury Festival didn't go ahead this year so there were no donations from them either.

Explanations in further detail can be given if required.

Election of New Committee:

	Name	Proposed	Second By
Chair	Simon Laken	Claire Rood	Emma Wheat
Treasurer	Sarah Barkle Tim Hayler	Claire Rood Emma Wheat	Carly Thompson Ellen Ayers
Secretary	Emma Wheat	Claire Rood	Ellen Ayers
School Representative	Veronica Ballard	Carly Thompson	Emma Wheat
Committee Members	Polly Vidler	Emma Wheat	Ellen Ayers
	Ellen Ayers	Carly Thompson	Claire Rood

Members Stepping Down:

- Claire Rood as Chair
- Gina Mann as Secretary
- Simone Steele
- Charlotte Connybeer
- Sophie Brammer
- Gemma Woods

Date of Next Years AGM: Wednesday 6th October 2021



Section A

Independent Examiner's Report

Report to the trustees/ members of	Stepping Stones Playgroup (Wells)		
On accounts for the year ended	31 August 2020	Charity no (if any)	1022365
	Set out on pages One		

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 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.

Signed: **Date:**

Name:

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

Address:

Section B

Disclosure

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Report to the trustees number of	21 August 2020	On accounts for the year ended
31 August 2020	One	Set out on pages
Report to the trustees on my examination of the accounts of the above		
As the charity trustee of the Trust, you are responsible for the preparation		
of the accounts in accordance with the requirements of the Charities Act		
2017 (the Act)		
I report in respect of my examination of the Trust's accounts under		
section 44 of the 2017 Act and in carrying out my examination I		
have followed the specific directions given by the Charity Commission		
under section 44(2)(b) of the Act		
I have completed my examination. I confirm that in material matters I		
have no concerns and have come across no errors in connection		
with the examination for which section 44(2)(b) of the Act applies		
that the accounts do not accord with the accounting records		