

FIRST STEPS COMMUNITY PLAYGROUP

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31ST AUGUST 2020

First steps Community Playgroup is constituted by as Deed of Trust and is a registered charity. Its registered address is Margaret Road, Exeter, EX4 7DQ.

The Trustees in the Year were:

Chairperson - Carly Warren

Secretary -

Treasurer - Jaci Roche-Lord

Fundraising Officer -

The aim of the charity is to enhance the development and education of children, primarily under statutory school age, by encouraging parents to understand and provide for the needs if the children through Playgroup and by:

1. Offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involve in the activities of such groups, ensuring that such groups offer opportunities for all children whatever race, culture, religion, means of ability.
2. Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of needs in the local area.
3. Instigating, adhering and furthering the aims of the Pre-School Learning Alliance.

The accounts for the charity are set out on pages

The Trustees have approved the Trustees Report above.

.....

For and on behalf of the Management Committee

.....

Date

**FIRST STEPS COMMUNITY PLAYGROUP
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

CURRENT ACCOUNT

INCOME

*Balance at bank 31 August
2016* £35,595.50

Fees 71,858.27

Eyef 61,724.86

Other 300.00

Fundraising 415.53

EXPENDITURE

Salaries 100,663.72

Inland Revenue/ NI 13,142.53

Training 991.02

Premises 2,809.15

Telephone 604.36

Admin 812.71

Consumables 1,717.69

Pla-Insur/Memb 986.86

Fundraising 8,553.77

Ofsted 220.00

Equipment 2,371.36

Others 1,235.16

*Balance at bank 31 August
2017* £35,785.83

£169,894.16

£169,894.16

**FIRST STEPS COMMUNITY PLAYGROUP
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

TREASURERS ACCOUNT - FUNDRAISING

INCOME

Balance at bank 31 August 2019
Fundraising

£28,074.90
£8,846.72

£36,921.62

**FIRST STEPS COMMUNITY PLAYGROUP
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST
2020**

**BUS BANK INSTANT - DEPOSIT
ACCOUNT**

INCOME

	<i>£13,543.6</i>
<i>Balance at bank 31 August 2016</i>	5
Interest	<i>£7.09</i>
Other	<i>£1,000.00</i>

EXPENDITURE

Other

*Balance at bank 31 August
2017* *£14,550.74*

*£14,550.7
4*

£14,550.74

I have examined the above accounts and confirm that they are in accordance with the papers and vouchers presented to me.

Natalia Ferreras (Independent Examiner)

7th November 2017

FIRST STEPS COMMUNITY PLAYGROUP

FINANCIAL STATEMENTS

Accounts for the period 1st Sept 2019 - 31st August 2020

Registered Charity Number 1023077

**Independent Examiners Report to the Trustees of First Steps Community
Playgroup**

For the year ended 31st August 2020

Respective responsibilities of the Trustees and the independent examiner

I have examined the accounts as set out on the ensuing pages.

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for his year under section 43(2) of the Charities and that an independent examination is needed.

Having satisfying myself that the charity is not subject to audit and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and it is limited to those matters set out in the statement below.

Independent examiner's statement

In conjunction with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements to prepare accounts with the methods and principle of the Statement of Recommended Practice Accounting and Reporting by Charities.

Have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable understanding of the accounts to be reached.

Independent Examiner:

Signed:.....
.....

Date:

FIRST STEPS COMMUNITY PLAYGROUP
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2017

ACCOUNTS FOR THE PERIOD 1ST AUG 2016 TO 31ST AUG 2017
STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2017

Assets

Fixed Assets - Equipment
Depreciation - Equipment
Fixed Assets - Vehicle
Depreciation - Vehicle
Stock

Bank balance c/f 31st August 2016 Account I
Less outstanding cheques

Bank balance c/f 31st August 2016 Account II
Less outstanding cheques

Banking Receipts
Banking Payments

Deposit Accounts c/f 31st August 2016

Deposit Receipts
Deposit Payments
Deposit Accounts c/f 31st August 2017

Petty cash c/f 31st August 2017
Petty cash Receipts
Petty cash Payments

Debtors

Debtors

Total Assets

Liabilities

Creditors
PAYE
Loans

Total Assets less Liabilities

Funds of the Charity

Balance from previous year
Movement during year

FIRST STEPS COMMUNITY PLAYGROUP
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020

ACCOUNTS FOR THE PERIOD 1ST AUG 2019 TO 31ST AUG 2020
INCOME AND EXPENDITURE STATEMENT

INCOME - RECEIPTS

	2016/2020	2016/2020	2016/2017
Fees		£71,858.27	
Eye		£61,724.86	
Fundraising		£9,262.25	
Others		£1,300.00	
Interest		£7.09	
<i>Total Income</i>		£144,152.47	

EXPENDITURE - PAYMENTS

Salaries		£100,663.72	
Inland Revenue/ NI		£13,142.53	
Training		£991.02	
Premises		£2,809.15	
Telephone		£604.36	
Admin		£812.71	
Consumable		£2,208.22	
Pla-Insur/Memb		£986.86	
Fundraising		£8,553.77	
Ofsted		£220.00	
Equipment		£2,371.36	
Other		£1,235.16	
<i>Total Expenditure</i>		£134,598.86	
Net Income & Expenditure for the year		£9,553.61	

Bank reconciliation as at 31st August 2020

Bank balance c/f 31st August 2020 Account I		£35,785.83	
Less outstandings cheques		£0.00	
Balance as per Bank Statement as at 31st August 2017 Account I		£35,785.83	£35,785.83
Bank balance c/f 31st August 2017 Account II		£36,431.09	
Less outstanding cheques		£0.00	
Balance as per Bank Statement as at 31st August 2017 Account II		£36,431.09	£36,431.09
Deposit Balance as per Bank Statement as at 31st August 2017			£14,550.71
			£86,767.63

We confirm that the above balance Sheet and Profit & Lost Account reflects a true and fair state of the charity as at 31st August 2020

Signed on behalf of the charity.