

Whitley Lodge Under Fives Annual General Meeting

Wednesday 28th February 2024

Chairperson's Report

A very warm welcome to everyone and a special thank you for attending the Whitley Lodge Under Fives AGM. This is later than usual following a delay outside of our control at the auditors. We are happy to be able to hold a face-to-face meeting and to have this chance to meet up in person.

Introduction

I am sure that all of you are aware that Whitley Lodge Under Fives is a provider of quality pre-school education where children learn through play, in a safe and nurturing environment.

Under Fives is funded through parental fees, government funding, fundraising activities, and grants and because we are a charity, we have a Committee or 'Board of Trustees' that meet regularly throughout the year to help steer and support the management. I would urge you to consider joining the Committee as this is an excellent way to become more involved in your child's education.

2022-2023

The past year has once again been a good one, with the challenges brought by Covid finally relaxing and things returning to a more normal way of operating.

Our pre-school sessions have been busy, but we have been able to offer parents mostly what they needed in terms of availability of sessions. Afternoon sessions recommenced and were offered to children joining later in the year. Demand continued for Toddler sessions also and thanks must go to Rachael Robinson for organising Toddlers, which are now running on Tuesdays and Fridays at full capacity. Most importantly the children have, as always, enjoyed being with us and have progressed in their journeys with us.

We were inspected by Ofsted on 4th May and received an excellent report and grade of Good. Thank you to all of the staff, not only for their efforts during the inspection, which we all understand is a demanding experience, but also for maintaining such high standards of education and care on a daily basis for the children in our setting.

During the past year we have been able to resume more events and fundraising activities. Fundraising has included a sponsored toddle, which was very successful. We also had a professional photographer, with profits from photographs going to Playgroup funds. There was also a clothes collection, book sale, name the Easter bunny, sale of coronation tea towels and graduation key rings. Events have included very enjoyable Christmas parties and a beach trip.

Financially, we are currently stable, but as I am sure Emma will report our funds have been reduced by increases in living wage and cost of living rises together with our efforts to keep fees as reasonable as possible. Moving forward we need to seek more grants and hold more fundraising events. There are also government plans to expand funded places to include younger children and we will carefully monitor the impact this will have on our setting.

I would like to say a huge thank you to each staff member. You make the group what it is, with your commitment to the children, making it fun despite the challenges and showing amazing resilience and fortitude to keep smiling throughout. You have all been amazing.

A special thank you must go to Carol, who, now with the support of Joanne, continues to manage cheerfully and efficiently and is always mindful of the needs of the children and staff.

I would also like to thank all of the committee and staff for attending our virtual committee meetings and looking for new fundraising ideas. Your support has been invaluable.

A big thank you must go to Emma, our Treasurer, who continues to oversee the finances of the group and gives generously of her time to keep our financial situation on track. Thanks also to Carolyn, our Secretary, for the minutes, and to Joanne for minutes in Carolyn's absence.

Thanks also to Rachael who has been on the Committee for some years now and has decided that the time has come for her to move on and also thanks to Natalie who after a couple of years has also come to the same decision.

Summary

Whitley Lodge Under Fives continues to provide a much needed and valuable service. We remain financially stable. The committee and staff continue to work well together to support the group going forward whilst our excellent staff team provide our children with a strong and happy foundation for the future.

Thank you

Jane Greenfield

Whitley Lodge Under Fives Playgroup

ACCOUNTS

YEAR ENDED 31 July 2023

**Woodburn Drive
Whitley Bay
Tyne and Wear
NE263HW**

Whitley Lodge Under Fives Playgroup

Treasurer's Report

Year Ending 31 July 2023

This year we have seen the impact to our expenditure in the continued rising of inflation and the increase to the national minimum wage, which unfortunately meant that we had to make the decision to increase our hourly fee to cover these raises. We have continued the year with our playgroup sessions running in the mornings and then latterly we have been able to add 2 afternoon sessions and also continue with our 2 sessions per week of Toddlers. During this financial year we have been lucky to be able to use the council's flexible free entitlement payments, a donation from Accenture and Zone4kids, and fundraising through name the bunny, clothes collection, selling of excess reading books, keyrings and a special tea towel to mark the Kings coronation.

The account balances on the 31st July 2023 were £11,973.70 (current account) and £10,938.31 (deposit account) compared with £9,249.84 (current account) and £10,844.69 (deposit account) as of 31st July 2022, and our petty cash balance as of 31st July 2023 was £139.80 compared to £81.63 as of 31st July 2022. This has now provided us with a profit of £2,875.65 for this financial year.

Looking at the accounts in more detail: the gross income has increased this year, by £8,970.87 (from £45,918.77 to £54,889.64) this is through the fundraising, donations we have received and the increase in the hourly fees. As running costs have continued to raise due to rate of inflation increasing and the national minimum wage this has meant that our expenses for this year have increased (from £50,962.63 to £52,013.99).

During this financial year we have received donations and fundraising money through toddlers, the Christmas party, the teddy toddle that children completed this year, gift aid for last year and this years teddy toddle funds raised, the continuation of the funding we receive from the funded children by North Tyneside Council, photograph commission, a donation from Accenture and Zone4kids and our fundraising efforts in playgroup for Name the bunny at Easter, Key rings for the end of school year, Tea towel sales for the King's coronation, clothes collection and selling some books that had been donated .

A huge thanks to Carol and the team for another amazing year in which they have provided the children with amazing learning and experiences to take them through their life. Thankyou to Rachael also for taking on and developing the toddlers club which has continued to see a great uptake this year.

Emma Dennis

Treasurer

Whitley Lodge Under Fives Playgroup.

**WHITLEY LODGE UNDER 5'S PLAYGROUP
INCOME AND EXPENDITURE ACCOUNT**

	2023	2022
INCOME		
Fees received	29,641	29,846
Grants (NEF)	19,560	11,035
Fundraising	4,521	1,182
Donations / Dividends	-	169
Toddlers	-	591
Vouchers	-	2,111
Retainer	-	-
Interest	94	3
Other	1,073	982
TOTAL INCOME	<u>54,889</u>	<u>45,919</u>
EXPENDITURE		
Wages (inc Pensions)	43,948	43,118
Premises costs (inc Rent)	1,191	1,394
Catering	427	465
Equipment	1,288	1,691
Consumables	1,127	843
Office costs	1,125	642
Bank charges	64	-
Professional fees	342	826
Taxation	265	-
Wages adjustment	-	-
Other	2,236	1,982
TOTAL EXPENDITURE	<u>52,013</u>	<u>50,962</u>
SURPLUS/(DEFICIT)	<u>2,876</u>	<u>- 5,043</u>

**WHITLEY LODGE UNDER 5'S PLAYGROUP
STATEMENT OF AFFAIRS**

	2023	2022
CURRENT ASSETS		
Cash at Bank	11,974	9,250
Cash in Hand	139	80
Capital Account	10,938	10,845
Other Debtors	-	-
	<u>23,051</u>	<u>20,175</u>
CURRENT LIABILITIES		
Creditors and accruals	-	-
	<u>23,051</u>	<u>20,175</u>
NET ASSETS		
	<u>23,051</u>	<u>20,175</u>
REPRESENTED BY		
Accumulated fund b/fwd	20,175	25,218
Surplus / (Deficit)	2,876	- 5,043
	<u>23,051</u>	<u>20,175</u>

WHITLEY LODGE UNDER 5'S PLAYGROUP

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

For the year ended 31 July 2023

I hereby report to the Trustees and members of Whitley Lodge Under 5's Playgroup on the accounts as set out on pages 2 and 3 for the year ended 31st July 2023.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:-

- (a) Examine the accounts under section 145 of the Charities Act
- (b) To follow the procedure laid down in the general Directions given by the Charities Commission (under section 145(5)(b)) of the Charities Act, and
- (c) To state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 with those records. It also includes consideration of any unusual items of disclosure in the accounts and seeking explanations of the trustees concerning 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 the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe in any material respect, the requirements:
 - (a) To keep accounting records in accordance with section 130 of the Charities Act, and
 - (b) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met.
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed P.S. Hutchinson
PAUL STANLEY HUTCHINSON FCA
Chartered Accountant

Dated 23-01-2024

Address

Harrison Hutchinson Ltd, 246 Park View, Whitley Bay, Tyne and Wear, NE26 3QX.

Whitley Lodge Under Fives Playgroup

ACCOUNTS

YEAR ENDED 31 July 2023

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