

Registered charity number  
01026639

St Andrews Playgroup

Accounts

31 March 2023

Mattison & Co  
Accountants  
70 High Street  
Chislehurst  
Kent  
BR7 5AQ

## St Andrews Playgroup

Registered number: 01026639

### Report of the Committee

The Committee present their report and accounts for the year ended 31 March 2023.

#### 1. Structure

The Charity is operated under a Constitution Deed dated 2011.

The playgroup is regulated by the Kent County Council and is a member of the Preschool Playgroups Association.

#### 2. Objectives and Activities of the Charity

We continue to provide and develop a pre-school facility. The aims of the playgroup are to enhance the development and education of children under the statutory school age.

#### 3. Achievements and Performance

The pre-school group is open for five days a week during normal school term times, running one session per day. The total number of children attending is 30 which is the groups maximum capacity. We received a good report following our last Ofsted inspection.

#### 3. Financial Results

The attached accounts show that income exceeded expenditure in the year by £800. The total funds of the Charity at 31 March 2023 amounted to £10,577 (2022 = £9,777). The Committee consider that the reserves are adequate and continue to plan to spend for the benefit of the playgroup.

#### Committee Members

Persons who have been members of the Committee at any time during the year are:

Janet Russell - Appointed 01.10.17 (CHAIRPERSON)

Jemma Simmonds - Affiliate member from 01/09/2019. Full member from 01/09/2021. SECRETARY 01/09/2022.

Leane Lesley - Committee 12/05/2022. TREASURER 01/09/2022.

Nicola Chambers - (SETTING MANAGER) Appointed 11/03/2016

Katie Knight-Coney- Co opted 30/09/2020. Appointed AG 23/10/2020

Kelly Smith - Co opted 22/09/2021. Appointed AGM 18/11/2022

Terri-Jayne Cook - Committee Co opted 15/03/2023.

Jade Anslow - Committee Co opted 27/03/2023.

Rebecca Gleeson - (Parent SECRETARY) Co opted 25/03/2019. Appointed AGM 23/10/2020. Retired 31/08/2022.

Cheryl Holder - Appointed 26/07/18 (TREASURER from 01/09/2019). Retired 31/08/2022.

As Manager, Nicola Chambers is required to by part of the committee but does not receive any remuneration for this.

All other committee members receive no remuneration for their services unless required to stand in for absent employees.

This Report was approved by the Committee on 11/05/2023

Leanne Lesley  
Treasurer



**St Andrews Playgroup  
Accountants' Report**

**Accountants' report to the directors of  
St Andrews Playgroup**

You consider that the company is exempt from an audit for the year ended 31 March 2023. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the company at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet, the Statement of Changes in Equity and the related notes from the accounting records of the company and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

*Mattison & Co.*

Mattison & Co  
Accountants

70 High Street  
Chislehurst  
Kent  
BR7 5AQ

11 May 2023

**St Andrews Playgroup  
Statement of Financial Activities  
for the year ended 31 March 2023**

<u>Unrestricted Funds</u>	<b>2023</b> £	<b>2022</b> £
<b>Incoming Resources</b>	53,405	48,835
Total Resources Expended	(52,605)	(58,631)
<b>Net Incoming resources / (deficit) for the year</b>	<u>800</u>	<u>(9,796)</u>
Funds brought forward	9,777	19,573
<b>Total funds carried forward</b>	<u>10,577</u>	<u>9,777</u>

**St Andrews Playgroup**

**Registered number:**

01026639

**Balance Sheet**

**as at 31 March 2023**

	Notes	2023 £	2022 £
<b>Current assets</b>			
Cash at bank and in hand		12,786	13,014
<b>Creditors: amounts falling due within one year</b>	4	(2,209)	(3,237)
<b>Net current assets</b>		<u>10,577</u>	<u>9,777</u>
<b>Net assets</b>		<u>10,577</u>	<u>9,777</u>
<b>Capital funds</b>			
Unrestricted funds		10,577	9,777
		<u>10,577</u>	<u>9,777</u>

*Janet Russell*

Janet Russell

Chairperson

Approved by the board on 11 May 2023

**St Andrews Playgroup  
Unrestricted funds  
for the year ended 31 March 2023**

	Unrestricted funds	Totals
	£	£
<b>At 1 April 2021</b>	19,573	19,573
Surplus / (deficit) for the financial year	(9,796)	(9,796)
<b>At 31 March 2022</b>	<u>9,777</u>	<u>9,777</u>
<b>At 1 April 2022</b>	9,777	9,777
Surplus for the financial year	800	800
<b>At 31 March 2023</b>	<u>10,577</u>	<u>10,577</u>

**St Andrews Playgroup  
Notes to the Accounts  
for the year ended 31 March 2023**

**1 Accounting policies**

The accounts have been prepared under the historical cost convention and in accordance with FR2 102 Section 1A, and the Accounting and Reporting by Charities - Statement of Recommended Practices (SORP 2005) and the Charities Act 1993.

Income is calculated on a cash received basis. Expenditure is shown on an accruals basis.

**2 Employees**

	<b>2023 Number</b>	<b>2022 Number</b>
Average number of persons employed by the company	<u>5</u>	<u>6</u>

**3 Tangible fixed assets**

	<b>Plant and machinery etc £</b>
<b>Cost</b>	
At 1 April 2022	<u>706</u>
At 31 March 2023	<u>706</u>
<b>Depreciation</b>	
At 1 April 2022	<u>706</u>
At 31 March 2023	<u>706</u>
<b>Net book value</b>	
At 31 March 2023	<u>-</u>

**4 Creditors: amounts falling due within one year**

	<b>2023 £</b>	<b>2022 £</b>
Accruals	2,094	3,115
PAYE and NI	115	122
	<u>2,209</u>	<u>3,237</u>

**St Andrews Playgroup**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>4 Income Resources</b>		
Fees received	12,483	8,561
Grants received	40,903	40,105
Fund raising	-	169
Bank interest	19	-
	<u>53,405</u>	<u>48,835</u>
<b>5 Resources expended</b>		
Wages and national insurance	41,869	45,448
Pensions	286	242
Rent & services	3,250	4,155
Refreshments & consumable	422	231
Equipment purchased in yr	1,434	2,894
Administrartion costs	272	601
Miscellaneous	421	1,653
Insurance	802	823
Staff training and welfare	2,259	892
Accountancy fees	1,590	1,692
	<u>52,605</u>	<u>58,631</u>
	<u>52,605</u>	<u>58,631</u>

**6 Independent Examiner**

Fees paid to the Independent Examiner include the cost of preparing accounts.

## St Andrew's Playgroup Statement of Accounts 2022-2023

**Registered No:** 1026639

**Address:** 42 Watling Street, Dartford, Kent DA1 1RF

**Trustee Names** at any time during the year:

Janet Russell Chair **Non parent Appointed 01.10.17**

Jemma Simmonds **Parent** committee **30.4.2019** secretary **01.9.2022**

Leanne Lesley **Parent** Treasurer **Appointed 12.05.2022 (Treasurer 1.09 2022)**

Nicola Chambers Setting Manager **Non parent Appointed 11.03 16**

Katie Knight-Coney Member **Parent Co-opted 30.09.20** appointed **23.10 2020**

Kelly Smith Member **Parent Co-opted 22.09.21** Appointed **AGM 18.11.2022**

Terry Jayne Cook **Parent Committee 15.3.23**

Jade Anslow **Parent Committee 27.2.23**

**Retiring Members** Rebecca Gleeson **Secretary 23.10.20 – 31.08 2022 (Parent)**

Cheryl Holder **Treasurer 1.09.2019 – 31.08.2022 (Parent)**

The setting has comprised a committee, as listed above. Parents are invited to become members but the committee may include non-parents also. There is a requirement to meet a ratio of 60:40 parents: non parents. Candidates are co-opted onto the committee. DBS checks are undertaken and also EY2 checks. Once these checks have been approved, members are then voted onto the committee at the next AGM.

Three committee meetings are held each year, one of which is the AGM.

### Monies Banked

<b>KCC Fees</b>	<b>£40903.14</b>
<b>Parent Fees</b>	<b>£6791.78</b>
<b>HMRC Maternity Pay</b>	<b>£0</b>
<b>Donations/Fundraising:</b> £raised with surplus held as float money use	<b>£2513</b>
<b>Easy Fundraising Online</b>	<b>£</b>
<b>Used from Savings Account and not replaced</b>	<b>£4000.00</b>

### Treasurer's Report from AGM October 2023

**Finances: Current Account £714.09 31/3 Savings Account £10,072.30 31/3**

Both accounts have decreased significantly and are sitting far lower than we require in order to be comfortable, we require £5100pcm to run. This is with current rent prices of which St Andrews Church have been extremely supportive in past months, allowing us to run with greatly reduced rent. This running estimate is not taking into account rent increases we are expecting, nor increased sundries and the wage increase due in April. We are also expecting a large accounts bill in January. Our reserve needs have been greatly reduced as 2 members of staff resigned and left in July, who were entitled to a substantial statutory redundancy if the need arose. The next year, as it has for some time now, will continue to be tight financially.

Lunch Club will continue to run and there are planned fundraising events taking place before January which will help incoming funds (see Future Plans). Previous fundraising has been successful with our Summer Fair raising a fantastic £1,873 and even small contributions through Easy Fundraising, uniform sales etc, all help. The support of parents, friends, families and St Andrews Church has been hugely instrumental in being able to keep the Playgroup open.

### **Future Plans**

Halloween event, including cake sale

Christmas Raffle

Christmas party Day

Christmas Jumper Day

Uniform Sale

Giving Tree

Christmas Social

**Theresa Attwood Treasurer**