

Trustees Report – Year End August 2020

2nd November 2020

Services Fairways Preschool Playgroup setting provides

- 3-4 years old funded children
- Fairway Pre School Playgroup offers surplus hours to funded children payable by parents
- From 2.5 years offering places payable by parents
- From 2.5 years offering places for disadvantaged families in receipt of 2 years funding

The setting opens on a full-time basis during Term time

Committee members as at year end 31st August 2020

Samantha Green (Chairperson)

Katie Moriarty (Treasurer)

Nicola Coyston (Secretary)

Vicky Barrett

Leah Chant

Rebecca Malkin-Wood

Sophie Edge

Kelly Webb

Kelly Houlder-Greenway

Lesa Phillp

Playgroup Financials

The Playgroup had a successful year, achieving a surplus of £16,965.36.

The Committee awarded a 2 per cent pay increase which took effect from 1st January 2020.

The Workplace Pension, in line with Government regulations is set at @ 3% Employees plus 5% Employers of qualifying earnings. The plan continues to be held with NEST.

The premises are rented from Fairways Primary School and currently remains unchanged at £3,354.75 per annum.

A card machine was introduced to give parents the option to pay by Debit or Credit Card. The provider is Sum-up & the cost for each transaction is currently set at 1.69%.

Due to the Pandemic, the Playgroup found it necessary to close its doors for a short period from 25th March 20 to the 5th May 20. Thankfully, with the aid of the Government Furlough scheme, the setting was able to retain all staff and eventually resume business as usual. Overall, a successful year.

Reserves

Reserves at year end totalled £83,345.63

Bank Accounts – year end balances

Deposit Account	£40,221.65
Business Account	£41,871.27
Fundraising	£ 1,892.44
Cash held	£ 360.27

Fundraising

It was a difficult year for fundraising due to the impact of the Corona Virus. However, despite these limitations a total of £1,504 was raised. The Ladies Night was a great success & thankfully went ahead, just before the restrictions of lockdown. This allowed the Playgroup to invest in the outside area, with much needed rubber chippings & new grass. New toys & netting for the book corner were also purchased.

FAIRWAYS PLAYGROUP
INCOME & EXPENDITURE SUMMARY
YEAR ENDING 31ST AUGUST 2020

Income

Funding SOSBC	130,142.49
Attendance Fees	25,847.31
Tax Free Chilcare Scheme	1,918.00
Crafts	191.00
Workplace Scheme	561.00
Snacks	1,990.47
Donation	17.52
EYPP	615.00
Smarty Tubes	
Deposit Account Interest	48.67
Photos	120.20
Raffles	651.00
Clothes Sales	2.50
T Shirts/bags	138.00
Treasure Hunt	
Xmas Party	325.40
Xmas Cards/Crafts	
Mothers Day/Fathers Day	64.50
Ice Cream Sales	5.00
Pamper Evening	314.47

Totals

162,952.53

Expenditure

Admin Equipment	530.41
Bank Charges	364.60
Audit	100.00
BT/Sage	828.94
Card/Gifts	330.32
Cleaning	821.77
DBS/CRB/Offstead/ICO	351.00
Equipment/Toys/Books	263.02
EYPP/DAF Exps	608.24
Play Goods/Activities	104.47
Leavers Party	52.00
Maintenance	1,264.07
Mothers/Fathers Day	60.00
Nappy Sacks & wipes	9.08
PAYE	7,617.66
Postage	177.72
Rent	3,354.75
Smarties	
Snacks & associated exps	1,015.93
SOS Council Gaming Licence	20.00
Stationery & Consumbles	2,760.62
Tea Coffee etc	48.62
Training	486.40
Wages/pensions	123,301.94
Website/computer exps	1,407.98
Crafts	24.32
Xmas Party	83.31

145,987.17

Surplus

16,965.36

FAIRWAYS PLAYGROUP BALANCE SHEET
YEAR END 31ST AUGUST 2020

	£	£
<u>CURRENT ASSETS</u>		
Business Account	41,871.27	
Fundraising Account	1,892.44	
Reserve Bank Account	40,221.65	
Fundraising Petty Cash	256.84	
Business Petty Cash	103.43	
	<hr/>	84,345.63
<u>CURRENT LIABILITIES</u>		
Rent Accrual	1,118.25	
Wage Accrual	0.00	
Paye Accrual	784.84	
	<hr/>	1,903.09
Current Assets less Current Liabilities		<hr/> 82,442.54 <hr/>
Balance b/fwd		65,477.18
Surplus/Deficit		16,965.36
Balance c/fwd		<hr/> 82,442.54 <hr/>

FAIRWAYS ASSETS		
YEAR ENDING AUGUST 20		
	Description	2020
	SHEDS	56.58
	OUTDOOR TOYS - VARIOUS	617.16
	SENSORY GARDEN GOODS	260.20
	OUTDOOR WENDY HOUSES	171.64
	OUTDOOR FIRE ENGINE	306.29
	MESSY TABLE (OUTDOORS)	116.74
	WATER TUNNEL	266.32
	CAMOURFLAGE NETTING	155.52
	SAND & WATER PLAY	150.60
	WENDY HOUSE & EQUIPMENT	29.59
	CLIMBING FRAME	8.70
	BUILDING BLOCKS	378.62
	DUPLO/BRIO	8.14
	DOLLS HOUSE	6.53
	BOOKS/DVD'S	216.86
	CUBE/EDRA	19.24
	TOYS - VARIOUS	1,143.07
	2 x Camera's	59.62
	TABLES/CHAIRS ETC	1,071.03
	MUSICAL INSTRUMENTS	15.54
	FRIDGE & MICROWAVE	61.44
	PHOTOCOPIER	55.49
	PRINTER	7.40
	COMPUTER - Office	104.60
	2 x COMPUTERS - CHILDREN	99.43
	2 x TOUCHSCREEN MONITORS	100.55
	TABLES FOR COMPUTERS	9.27
	TABLE TOPS	9.43
	WALKIE TALKIES	18.66
	SETTEE FOR BOOK CORNER	127.49
	STORY CUSHIONS/SNUGGLE MAT	83.64
	GIANT FLOOR SHAPES	41.28
	LITTLE STEPS GYM (MAR15)	133.17
	CONVEYOR BELT (JUN15)	206.42
	COSY	100.93
	SHREDDER	124.59
	SHOP	113.63
	KITCHEN PLAYSET	247.98
	CUPBOARD 24 TRAY TRIPLE	2,694.76
	BLINDS	1,731.23
	LOCKER	65.28
	NOTICE BOARD MATS	95.74
	NAPPY UNIT SCREENS	233.47
	MATHS SETS	191.92
	WHITEBOARDS	144.00
	LAPTOP	191.36
	LAWNMOWER	40.96
	TOTAL	12,092.12

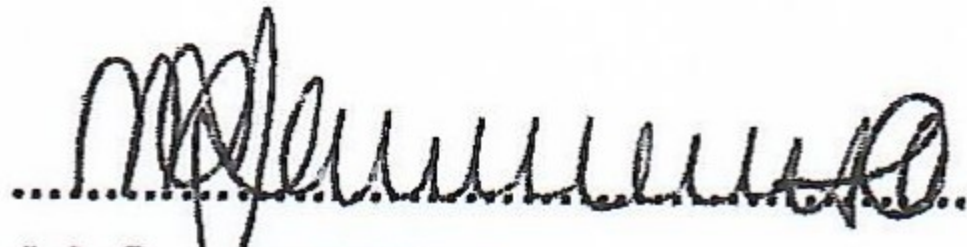
Fairways Playgroup Income & Expenditure Summary
01/09/2019 - 31/08/2020

Opening Balances

Business Account	24806.64
Fundraising Account	1136.40
High Interest Account	40172.98
Business Petty Cash	105.67
Fundraising Petty Cash	8.03
	<hr/>
	66229.72
Less PAYE due	-752.54
	<hr/>
	65477.18
	<hr/>

prepared by:

M.C.L. BOOKKEEPING SERVICES
 48, GLENHURST ROAD
 SOUTHEND-ON-SEA
 ESSEX SS2 5DS



 M.C. Lawrence.
 17th October 2020

Income

Funding SOSBC	130142.49
Attendance Fees	25847.31
Tax free Childcare Scheme	1918.00
Crafts	191.00
Workplace Scheme	561.00
Snacks	1990.47
Donation	17.52
Bank Interest	48.67
Photos	120.20
Raffles	651.00
Clothing	2.50
T Shirts/Bags	138.00
Christmas Party	325.40
Mothers/Fathers Day	64.50
Ice-cream Sales	5.00
Pamper Evening	314.47
EYPP/DAF	615.00

Expenditure

Admin	828.94
Admin Equipment	530.41
Audit	100.00
Cards & Gifts	330.32
Charges	364.60
Christmas Party	83.31
Christmas Cards	24.32
Cleaning	821.77
DBS/CRB/Offstead/ICO	351.00
Baby wipes	9.08
Equipment, Toys & Books	263.02
EYPP/DAF Exps	608.24
Licence	20.00
Leavers Party	52.00
Maintenance/R&R	1264.07
Mothers/Fathers Day	60.00
PAYE	7617.66
Play Goods/Activities	104.47
Postage	177.72
Rent	3354.75
Snacks	1015.93
Stationery & Consumables	2760.62
Tea, Coffee etc	48.62
Training	486.40
Wages/Pensions	123301.94
Website/PC Exp	1407.98

162952.53

145987.17

Profit

16965.36

Closing Balances

Business Account	41871.27
Fundraising Account	1892.44
High Interest Account	40221.65
Business Petty Cash	256.84
Fundraising Petty Cash	103.43
	<hr/>
	84345.63
Less PAYE due	-784.84
Less Rent due	-1118.25
	<hr/>
	82442.54
	<hr/>

Reconciliation

Brought forward	65477.18
Plus Income	162952.53
Less Expenditure	-145987.17
	<hr/>
	82442.54
	<hr/>

