

Trustees Report - Year End August 2021

4th November 2021

Services Fairways Preschool Playgroup setting provides

- 2-4 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 2021

Samantha Green (Chairperson)
Vicky Barrett (Treasurer)
Rebecca Malkin-Wood (Secretary)
Nicola Coyston
Leah Chant
Sophie Edge
Kelly Webb
Kelly Houlder-Greenway
Lesa Phillp
Katie Moriarty
Carline Wickenden

Playgroup Financials

The Playgroup had a successful year, achieving a surplus of £19,481.56.

The Committee awarded a 2 per cent pay increase which took effect from 1st January 2021.

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.

The staff have worked very hard to ensure the setting remains a safe and healthy environment during the pandemic. It's kept its doors open and financially, it has been a very positive year.

Reserves

Reserves at year end totalled £101,924.10

Bank Accounts - year end balances

Deposit Account £40,230.21
Business Account £60,234.66

Fundraising	£ 3,481.03
Cash held	£ 68.61

Fundraising

It was another difficult year for fundraising due to the impact of the Corona Virus. However, despite these limitations an impressive £3,158 was raised thanks to new initiatives such as the 'virtual market stall' and the 'Christmas baubles' fundraisers. The Treasure Hunt was the biggest contributor, generating £1,260 towards the overall total. Monies raised funded the purchase of a new corner seating area, a story carpet, books & toys. In addition, the garden had a mini makeover with the purchase of plants, pots & chimes. The year closed leaving a balance of £3,259 in the fundraising bank account.

FAIRWAYS PLAYGROUP
INCOME & EXPENDITURE SUMMARY
YEAR ENDING 31ST AUGUST 2021

Income

Funding SOSBC	145,470.74
Attendance Fees	20,747.70
Tax Free Chilcare Scheme	11,879.10
Workplace Scheme	1,628.66
Snacks	1,898.30
Covid Support	630.00
Xmas Cards	70.10
Donation	172.55
EYPP/DAF	2,880.42
Smarty Tubes	249.80
Deposit Account Interest	8.56
Photos	158.00
Clothes Sales	113.70
T Shirts/bags	60.00
Treasure Hunt	1,259.50
Xmas Baubles	386.00
Mothers Day/Fathers Day	368.00
Pamper Evening	320.00

Totals

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Expenditure

Admin Equipment/Clothing	422.71
Bank Charges	388.67
Sumup Card Machine Charges	180.33
Audit	110.00
BT/Sage	663.36
Card/Gifts	294.01
Cleaning	1,054.96
Covid Support	630.00
DBS/CRB/Offstead/ICO	332.00
Equipment/Toys/Books	1,598.53
EYPP/DAF Exps	1,954.71
Insurance	745.78
Play Goods/Activities	331.66
Leavers Party	84.79
Maintenance	146.67
Mothers/Fathers Day	83.65
Parking	65.97
PAYE	8,244.88
Postage	126.51
Rent	3,354.75
Smarties	16.83
Snacks & associated exps	1,818.45
Stationery & Consumbles	4,469.18
Tea Coffee etc	28.86
Training	612.00
Wages/pensions	139,449.38
Website/computer exps	1,539.48
Xmas Baubles	71.45

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Surplus

19,481.56

FAIRWAYS PLAYGROUP BALANCE SHEET
YEAR END 31ST AUGUST 2021

<u>CURRENT ASSETS</u>	£	£
Business Account	60,234.66	
Fundraising Account	3,481.03	
Reserve Bank Account	40,230.21	
Fundraising Petty Cash	66.81	
Business Petty Cash	1.80	
	<hr/>	104,014.51
<u>CURRENT LIABILITIES</u>		
Rent Accrual	1,118.25	
Employers Nest Accrual	101.44	
Paye Accrual	870.72	
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Current Assets less Current Liabilities		<u><u>101,924.10</u></u>
Balance b/fwd		82,442.54
Surplus/Deficit		<u>19,481.56</u>
Balance c/fwd		<u><u>101,924.10</u></u>

FAIRWAYS ASSETS
YEAR ENDING AUGUST 21

Description	2021
SHEDS	45.26
OUTDOOR TOYS - VARIOUS	493.73
SENSORY GARDEN GOODS	208.16
OUTDOOR WENDY HOUSES	137.31
OUTDOOR FIRE ENGINE	245.04
MESSY TABLE (OUTDOORS)	93.39
WATER TUNNEL	213.06
CAMOUFLAGE NETTING	124.42
SAND & WATER PLAY	120.48
WENDY HOUSE & EQUIPMENT	23.67
CLIMBING FRAME	6.96
BUILDING BLOCKS	302.90
DUPLO/BRIO	6.51
DOLLS HOUSE	5.22
BOOKS/DVD'S	200.00
CUBE/EDRA	15.39
TOYS - VARIOUS	985.06
2 x Camera's	47.70
TABLES/CHAIRS ETC	856.82
MUSICAL INSTRUMENTS	12.43
FRIDGE	149.99
PHOTOCOPIER	44.39
PRINTER	5.92
COMPUTER - Office	83.68
2 x COMPUTERS - CHILDREN	79.55
2 x TOUCHSCREEN MONITORS	80.44
TABLES FOR COMPUTERS	7.41
TABLE TOPS	7.55
WALKIE TALKIES	14.93
SETTEE FOR BOOK CORNER	101.99
STORY CUSHIONS/SNUGGLE MAT	66.91
GIANT FLOOR SHAPES	33.03
LITTLE STEPS GYM (MAR15)	106.54
CONVEYOR BELT (JUN15)	165.13
COSY	80.75
SHREDDER	99.67
SHOP	90.90
KITCHEN PLAYSET	198.38
CUPBOARD 24 TRAY TRIPLE	2,155.81
BLINDS	1,384.98
LOCKER	52.22
NOTICE BOARD MATS	76.60
NAPPY UNIT SCREENS	186.78
MATHS SETS	153.54
WHITEBOARDS	115.20
LAPTOP	153.09
LAWNMOWER	32.77
Story Capet	119.94
Corner Seating (RM Education)	791.94
TOTAL	<u>10,783.53</u>

Fairways Playgroup Income & Expenditure Summary
01/09/2020 - 31/08/2021

Opening Balances

Business Account	41871.27
Fundraising Account	1892.44
High Interest Account	40221.65
Business Petty Cash	256.84
Fundraising Petty Cash	103.43
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	84345.63
Less PAYE due	-784.84
Less rent due	-1118.25
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	82442.54
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Income

Funding SOSBC	145470.74
Attendance Fees	20747.70
Tax free Childcare Scheme	11879.10
Workplace Scheme	1628.66
Snacks	1898.30
Donation	172.55
Smarties	249.80
Bank Interest	8.56
Photos	158.00
Clothing	113.70
T Shirts/Bags	60.00
Treasure Hunt	1259.50
Christmas Baubles	386.00
Christmas Cards	70.10
Mothers/Fathers Day	368.00
Virtual Market Stalls	320.00
Covid Support	630.00
EYPP/DAF	2880.42

188301.13

Closing Balances

Business Account	60234.66	<i>o/s trans</i>	60456.66
Fundraising Account	3481.03		3259.03
High Interest Account	40230.21		
Business Petty Cash	1.80		
Fundraising Petty Cash	66.81		
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	104014.51		

Less Nest Pension due	-101.44
Less PAYE due	-870.72
Less Rent due	-1118.25
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	101924.10
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prepared by:

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



M.C. Lawrence.
 17th November 2021

Expenditure

Admin Equipment	422.71
Audit	110.00
BT/Sage	663.36
Cards & Gifts	294.01
Charges	388.67
Christmas Baubles	71.45
Card Machine Charges	180.33
Cleaning	1054.96
DBS/CRB/Offstead/ICO	332.00
Covid Support	630.00
Equipment, Toys & Books	1376.53
EYPP/DAF Exps	1954.71
Health & Safety	65.97
Insurance	745.78
Leavers Party	84.79
Maintenance/R&R	146.67
Mothers/Fathers Day	83.65
PAYE	8244.88
Play Goods/Activities	331.66
Postage	126.51
Rent	3354.75
Smarties	16.83
Snacks & exps	1818.45
Stationery & Consumables	4417.69
Tea, Coffee etc	28.86
Training	663.49
Wages/Pensions	139449.38
Website/PC Exp	1539.48
T Shirts & Bags	222.00

168819.57

Profit **19481.56**

Reconciliation

Brought forward	82442.54
Plus Income	188301.13
Less Expenditure	-168819.57
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	101924.10
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