

Trustees Report – Year End August 2022

17th November 2022

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 2022

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

The Playgroup had a successful year, achieving a surplus of £7,134.86.

The Governments increase to the minimum rate of pay led to a complete overview of the Playgroups pay structure. This was necessary to achieve a fairer increment between Levels 2, 3, 4 & 5 and ensure staff retention. The largest impact pertained to our Level 3 staff. Increases took effect from April 22. The Playgroups Supervisor and Accountant were awarded a 2% increase in January 22. The overall increase will equate to approximately 7.5% of total wages.

The setting introduced a card machine, giving parents a welcome and long overdue additional method of payment.

The Petty cash float was increased from £200 to £250.

The Playgroup has healthy reserves in place to help to navigate a potentially challenging year ahead amidst a cost-of-living crises.

Fees

The Committee agreed it would be acceptable to increase Fees by £1.00 to £18.00 per session.

Reserves

Reserves at year end totalled £10,022

Bank Accounts – year end balances

Deposit Account	£40,236
Business Account	£56,815
Fundraising	£ 2,836
Cash held	£ 135

Fundraising

The setting had a very successful Christmas Faye & Raffle. It was a fantastic event, and everyone worked hard to make it happen. The virtual market continued to be a success and raised more funds. More fundraising took place during the year including Christmas table decorations, Christmas cards, Smartie tubes, Treasure Hunt, FOF School fate, Father's Day gift's, Mother's Day gifts and Ice Cream sales which have all contributed to enriching the preschool environment.

In total an impressive £3,3294 was raised, which funded the purchase of a Reading Den, 2 I-Pads, a Bike Shed, a Water Wonder-fall, as well as various books & toys. In addition, repairs were undertaken on the outside Playhouse. The year closed with a balance of £2,836.

FAIRWAYS PLAYGROUP
INCOME & EXPENDITURE SUMMARY
YEAR ENDING 31ST AUGUST 2022

Opening Balances

<u>Income</u>		<u>Expenditure</u>	
Funding SOSBC	143,398.79	Admin Equipment/Clothing	1,236.36
Attendance Fees	21,801.30	Bank Charges	637.15
Tax Free Chilcare Scheme	7,626.90	Sumup Card Machine Charges	0.00
Workplace Scheme	447.80	Audit	120.00
Snacks	2,573.24	BT/Sage	699.49
Bank Compensation	400.00	Card/Gifts	271.25
Donation	90.93	Cleaning	855.34
Raffles	424.85	Covid Support	0.00
Photo Commission	62.50	DBS/CRB/Offstead/ICO	200.00
Meal	493.68	Equipment/Toys/Books	3,411.48
T Shirts/bags	133.00	EYPP/DAF Exps	1,308.55
Treasure Hunt	587.00	Ice Creams	107.78
Xmas Cards/Crafts	178.85	Insurance	725.28
Xmas Party	267.00	Play Goods/Activities	222.35
Xmas Fair	850.00	Leavers Party	59.36
Mothers Day/Fathers Day	289.00	Lottery Bar License	20.00
Virtual Market Stalls	304.10	Maintenance	980.98
Summer Fete	33.40	Mothers/Fathers Day	46.21
Staff Gratuity	148.64	Parking	0.00
Straws	86.00	PAYE	8,121.49
Bank Interest	6.03	Postage	84.75
		Rent	4,473.00
		Smarties	0.00
		Snacks & associated exps	1,984.19
		Easter/Spring Pary	193.94
		Stationery & Consumbles	2,907.69
		Tea Coffee etc	73.24
		Training	1,203.00
		Tropical Wings	70.00
		Wages/pensions	140,414.76
		Website/computer exps	2,400.67
		Xmas Baubles	79.84
		Xmas Party	160.00
Totals	<u>180,203.01</u>		<u>173,068.15</u>

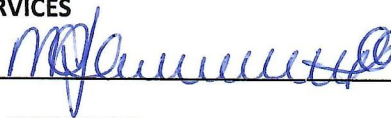
Surplus

7,134.86

FAIRWAYS PLAYGROUP BALANCE SHEET
YEAR END 31ST AUGUST 2022

	£	£
<u>CURRENT ASSETS</u>		
Business Account	56,814.80	
Fundraising Account	2,835.87	
Reserve Bank Account	40,236.24	
Fundraising Petty Cash	21.70	
Business Petty Cash	113.62	
Fees Card Income late deposit	10,473.90	
Snack Card Income late deposit	967.45	
	<hr/>	111,463.58
<u>CURRENT LIABILITIES</u>		
Bank Charges in respect of Sum-up	193.28	
Employers Nest Accrual	262.99	
Rent Accrual	1,118.25	
Paye Accrual	830.10	
	<hr/>	2,404.62
Current Assets less Current Liabilities		<hr/> 109,058.96 <hr/>
Balance b/fwd		101,924.10
Surplus/Deficit		7,134.86
Balance c/fwd		<hr/> 109,058.96 <hr/>

FAIRWAYS ASSETS		
YEAR ENDING AUGUST 22		
	Description	2022
	OUTDOOR TOYS - VARIOUS	394.99
	SENSORY GARDEN GOODS	166.53
	OUTDOOR WENDY HOUSES	109.85
	OUTDOOR FIRE ENGINE	196.03
	MESSY TABLE (OUTDOORS)	74.71
	WATER TUNNEL	170.44
	CAMOURFLAGE NETTING	99.53
	SAND & WATER PLAY	96.39
	WENDY HOUSE & EQUIPMENT	18.94
	BUILDING BLOCKS	242.32
	BOOKS/DVD'S	160.00
	CUBE/EDRA	12.31
	TOYS - VARIOUS	1,117.07
	2 x Camera's	38.16
	TABLES/CHAIRS ETC	685.46
	FRIDGE	119.99
	PHOTOCOPIER	35.51
	COMPUTER - Office	66.94
	2 x COMPUTERS - CHILDREN	63.64
	2 x TOUCHSCREEN MONITORS	64.35
	WALKIE TALKIES	11.94
	SETTEE FOR BOOK CORNER	81.59
	STORY CUSHIONS/SNUGGLE MAT	53.53
	GIANT FLOOR SHAPES	26.42
	LITTLE STEPS GYM (MAR15)	85.23
	CONVEYOR BELT (JUN15)	132.11
	COSY	64.60
	SHREDDER	79.74
	SHOP	72.72
	KITCHEN PLAYSET	158.71
	CUPBOARD 24 TRAY TRIPLE	1,724.65
	BLINDS	1,107.98
	LOCKER	41.78
	NOTICE BOARD MATS	61.28
	NAPPY UNIT SCREENS	149.42
	MATHS SETS	122.83
	WHITEBOARDS	92.16
	LAPTOP	122.47
	LAWNMOWER	26.21
	Story Capet	95.95
	Corner Seating (RM Education)	633.55
	Printer Cartridgesave	209.12
	Reading Den	432.00
	2 x I Pads & Screen Protectors	634.97
	Water Wonderwall	155.98
	Bikeshed	642.00
	Notice Display/Partition	562.28
	TOTAL	11,514.39

FAIRWAYS PLAYGROUP**Income and Expenditure Summary Year Ending 31st August 2022**prepared and reconciled by **MCL BOOKKEEPING SERVICES**48, GLENHURST ROAD,
SOUTHEND-ON-SEA, SS2 5DS.

15/11/2022

INCOME

Funding SOSBC	143398.79
Attendance Fees	21801.30
Tax Free Childcare Scheme	7626.90
Workplace Scheme	447.80
Snacks	2573.24
Bank Compensation	400.00
Donation	90.93
Raffles	424.85
Photo Commission	62.50
Meal	0.00
T shirts/bags	133.00
Treasure Hunt	587.00
Xmas cards/Crafts	178.85
Xmas Party	267.00
Xmas Fair	850.00
Mothers/Fathers Day	289.00
Virtual Market Stalls	304.10
Summer Fete	33.40
Staff Gratuity	148.64
Straws	86.00
Bank Interest	6.03
Ice cream	493.68

EXPENDITURE

Admin Equip/Clothing	1236.36
Bank Charges	394.28
Sumup Charges	242.87
Audit	120.00
BT/Sage	699.49
Cards/Gifts	271.25
Cleaning	855.34
Covid Support	0.00
DBS/CRB/Offstead/ICO	200.00
Equip/Toys/Books	3411.48
EYPP/DAF Exp	1308.55
Ice Creams	150.78
Insurance	725.28
Play Goods/Activities	179.35
Leavers Party	59.36
Lottery Bar License	20.00
Maintenance	980.98
Mothers/Fathers Day	46.21
Parking	0.00
PAYE	8121.49
Postage	84.75
Rent	4473.00
Smarties	0.00
Snacks & Associated Exps	1984.19
Easter/Spring Party	193.94
Stationery & Consumables	2907.69
Tea/Coffee etc	73.24
Training	1203.00
Tropical Wings	70.00
Wages/Pensions	140414.76
Website/Computer Exp	2400.67
Xmas Baubles	79.84
Xmas Party	160.00

TOTALS 180203.01173068.15**01/09/2021 - 31/08/2022 profit** **7134.86****Opening 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	
	<u>104014.51</u>	

Closing Balances

Business Account	56814.80
Fundraising Account	2835.87
High Interest Account	40236.24
Business Petty Cash	21.70
Fundraising Petty Cash	113.62
	<u>100022.23</u>

Less Nest Pension due	-101.44
Less PAYE due	-870.72
Less Rent due	-1118.25
	<u>101924.10</u>

Adj

PAYE due	-830.10
Pension	-262.99
Rent	-1118.25
Sum up Attend Fees	10473.90
Sum up Snacks	967.45
Sum up Charges	-193.28
	<u>9036.73</u>

plus receipts	180203.01
less payments	-173068.15

Balance carried fwd 109058.96Closing balances plus adj 109058.96