

Trustees Report – Year End August 2024

3rd October 2024

Fairways Pre School-Playgroup provides funded early education for two-, three- and four-year-old children. It also facilitates the needs for a small number of SEN children. Hours exceeding those funded are available at an additional cost to Parents. The setting opens on a full-time basis during Term time.

The setting was last inspected by Ofsted on the 18th of May 2023 and given a rating of 'Outstanding'.

The Playgroup is a Charity, registered in 1978. A Committee of Trustees are responsible for the overall management and governance of the preschool as well as fundraising activities.

Committee members as at year end 31st August 2024

Caroline Bowdidge (Chairperson)
Katie Dore (Treasurer)
Rebecca Louise Hannah Malkin-Wood (Secretary)
Kelly Houlder-Greenway
Lesa Phillip
Rachel Jones
Lisa Collin

Financials

Surplus

The Playgroup had a successful year, achieving a surplus of £17,455.

Fees

Paying Fees remained static at £18.00 per session.

Pay Review

The Governments increase to the minimum rates of pay, effective 6th April 2024, led to an overview of the Playgroups pay structure for Levels 2, 3, 4 and 5. This exercise was last carried out in 2022 and has again been necessary to maintain fair increments between each pay scale and ensure staff retention. The Playgroups Supervisor and Accountant rates were not included in the restructure but awarded an inflationary increase of 4.5%. Overall, the increase will equate to approximately 8.8% of total wages. Increases were backdated and took effect from January 2024.

Rent

The Playgroups rent increased from £1,118 to £2,256 per term, effective Summer 2024. Rental costs had remained stagnant for many years and therefore, this outcome was anticipated.

Reserves

The playgroup has a healthy Reserve of £113,731.

Bank Accounts – year end balances.

Deposit Account	£40,405
Business Account	£71,119
Fundraising	£ 1,797
Cash held	£ 410

Fundraising

This year's fundraising included Christmas cards, wooden labels, pre-loved markets, sweet cones, bake stalls, an Easter hunt, book sales, and a summer bake sale. Unsold books were donated to local care homes and a project in Sri Lanka.

Higher supermarket prices led to the cancellation of this year's ice cream sales fundraiser as the low mark-up would make it unprofitable.

Funds raised purchased a Market Stall, Water Stand, as well as various books and toys. The outside Library has been refurbished and new chippings laid.

Our Facebook Community page remains active, and we plan to integrate it with our newly launched website moving forward.

FAIRWAYS PLAYGROUP
INCOME & EXPENDITURE SUMMARY
YEAR ENDING 31ST AUGUST 2024

Income

Funding SOSBC	170,467.08
Attendance Fees	17,632.50
Tax Free Chilcare Scheme	11,671.60
Book Sale	51.35
Snacks	3,660.79
Donation	85.09
Photo Commission	0.00
T Shirts/bags	72.00
Treasure Hunt	668.36
Xmas Cards/Crafts/Goods	72.00
Xmas Party	272.10
Xmas Fair	0.00
Virtual Market Stalls	0.00
Spring Party	326.70
Bank Interest	553.96
Pre-loved Sale	648.00
DAF/EYPP/Inclusion Fund	10,003.92
Bank Compensation	100.00
City Family Attendance reward	480.00
Miscellaneous Income	0.00

Totals

216,765.45

Expenditure

Admin Equipment/Clothing	434.88
Bank Charges	618.11
Sumup Card Machine Charges	0.00
Audit	130.00
British Telecom	866.09
Card/Gifts	275.77
Cleaning	1,152.70
DBS/CRB/Offstead/ICO	241.00
Equipment/Toys/Books	881.19
EYPP/DAF Exps	2,214.64
Ice Creams	0.00
Insurance	671.96
Play Goods/Activities	169.61
Leavers Party	8.99
Lottery Bar License	20.00
Maintenance	1,305.39
PAYE	10,227.19
Parking	10.60
Postage	143.00
Rent	3,374.25
Snacks & associated exps	2,407.11
Easter/Spring Pary	179.90
Church Hall Hire	125.00
Stationery & Consumbles	2,576.32
T-Shirts	368.00
Tea Coffee etc	12.29
Training	498.00
Wages/pensions	166,012.40
Website/computer exps	4,047.11
Xmas Baubles/Crafts	128.12
Xmas Fayre	0.00
Xmas Party	184.21
Health & Safety	26.28

Surplus

17,455.34

FAIRWAYS PLAYGROUP BALANCE SHEET
YEAR END 31ST AUGUST 2024

	£	£
<u>CURRENT ASSETS</u>		
Business Account	88,062.93	
Fundraising Account	1,460.66	
Reserve Bank Account	40,959.09	
Fundraising Petty Cash	28.73	
Business Petty Cash	122.61	
Fees Card & Cash Income	46.50	
Snack Card & Cash Income	90.80	
	<u> </u>	130,771.32
 <u>CURRENT LIABILITIES</u>		
Paye Accrual	1,104.87	
Supplier Accrual	165.84	
Card Charges Accrual	0.21	
	<u> </u>	1,270.92
 Current Assets less Current Liabilities		 <u><u>129,500.40</u></u>
 Balance b/fwd		 112,045.06
Surplus/Deficit		<u>17,455.34</u>
Balance c/fwd		<u><u>129,500.40</u></u>

FAIRWAYS ASSETS	
YEAR ENDING AUGUST 24	
Description	
BOOKS/DVD'S	170.83
TOYS - VARIOUS	952.38
OUTDOOR TOYS - VARIOUS	252.79
SENSORY GARDEN GOODS	106.58
OUTDOOR WENDY HOUSES	70.30
OUTDOOR FIRE ENGINE	125.46
MESSY TABLE (OUTDOORS)	47.82
WATER TUNNEL	109.08
CAMOUFLAGE NETTING	63.70
SAND & WATER PLAY	61.69
BUILDING BLOCKS	155.08
2 x Camera's	24.42
TABLES/CHAIRS ETC	438.69
FRIDGE	76.79
PHOTOCOPIER	22.73
COMPUTER - Office	42.84
2 x COMPUTERS - CHILDREN	40.73
2 x TOUCHSCREEN MONITORS	41.18
SETTEE FOR BOOK CORNER	52.22
STORY CUSHIONS/SNUGGLE MAT	34.26
GIANT FLOOR SHAPES	16.91
LITTLE STEPS GYM (MAR15)	54.55
CONVEYOR BELT (JUN15)	84.55
COSY	41.34
SHREDDER	51.03
SHOP	46.54
KITCHEN PLAYSET	101.57
CUPBOARD 24 TRAY TRIPLE	1,103.77
BLINDS	709.11
LOCKER	26.74
NOTICE BOARD MATS	39.22
NAPPY UNIT SCREENS	95.63
MATHS SETS	78.61
WHITEBOARDS	58.98
LAPTOP	78.38
LAWNMOWER	16.78
Story Capet	61.41
Corner Seating (RM Education)	405.47
Printer Cartridgesave	133.84
Reading Den	276.48
2 x I Pads & Screen Protectors	406.38
Water Wonderwall	99.83
Bikeshed	410.88
Notice Display/Partition	359.86
Baby Seat	100.00
Dressing-up Trolley and Lunch-box Trolley	362.88
Music Frame	331.19
Outside Literacy Shed/Library	597.13
Water Stand	119.99
Market Stall	329.75
TOTAL	9,488.39

FAIRWAYS PLAYGROUP**Income & Expenditure Summary Year Ending 31st August 2024****Income**

City Family Attend	480.00
EYPP DAF	10003.92
Funding SOSBC	170467.08
Attendance Fees	17632.50
Tax Free Childcare Scheme	11671.60
Snacks	3660.79
Bank Compensation	100.00
Donation	85.09
Pre-loved sales	648.00
T shirts/bags	72.00
Treasure Hunt	668.36
Xmas cards/Crafts	72.00
Xmas Party	272.10
Easter/Spring party	326.70
Book sale	51.35
Bank Interest	553.96

216765.45**SURPLUS £17,455.34****Opening balance**

Business Account	71119.47
Fundraising Account	1796.63
High Interest Account	40405.13
Business Petty Cash	291.80
Fundraising Petty Cash	117.87

113730.90

Adj	
PAYE due	-599.05
Pension	-282.74
Rent	-1118.25
sum up fees	188.00
sum up snacks	26.20
hall hire - refund required	100.00
	-1685.84

Opening Balance 112045.06**MCL BOOKKEEPING SERVICES**

48, Glenhurst Road,
Southend-on-Sea, SS2 5DS 07711 516004

Expenditure

Admin Equip/Clothing	434.88
Bank Charges	618.11
Audit	130.00
BT/Sage	866.09
Crafts	33.05
Cleaning	1152.70
DBS/CRB/Offstead/ICO	241.00
Equip/Toys/Books	881.19
EYPP/DAF Exp	2214.64
Insurance	671.96
Play Goods/Activities	169.61
Leavers Party	8.99
Lottery Bar License	20.00
Maintenance	1305.39
Parking	10.60
PAYE	10227.19
Postage	143.00
Rent	3374.25
Health & Safety	26.28
Snacks & Associated Exps	2407.11
Easter/Spring Party	179.90
Stationery & Consumables	2576.32
Tea/Coffee etc	12.29
Training	498.00
Hall Hire	125.00
Wages/Pensions	166012.40
Website/Computer Exp	4047.11
Xmas Baubles	95.07
Xmas Party	184.21
Gifts	275.77
T-shirts/bags	368.00

199310.11**Opening Balance**

Opening Balance	112045.06
Plus Income	216765.45
Less Expenditure	-199310.11

129500.40**Closing Balances**

Business Account	88062.93
Fundraising Account	1460.66
High Interest Account	40959.09
Business Petty Cash	28.73
Fundraising Petty Cash	122.61

130634.02**Adj**

PAYE due	-1104.87
Cleaning charges	-165.84
Fees	-0.21
snacks	46.50
	90.80

129500.40


M.C. Lawrence 25/11/2024