



**St. Mary's Playgroup. Church Centre.
Old Road. Crayford. Kent. DA1 4DZ
Tel: 01322 555894 / 07307894941
Registered Charity Number: 1028153**



Minutes of AGM 2021 committee meeting of St Mary's Playgroup.

Held at : Above address
On : 17/11/2021

In attendance:

Damian Tite (Chair)
Jo Avery (Secretary)
Pam Wilkes (Manager)
Maureen Saunders
Carly Rosen
Nicola Whitehead
Apologies: Deborah Price

Damian Tite declared the meeting open at 12pm.

Minutes: The minutes from the previous AGM were read and approved.

Matters Arising: It was agreed that there were no other matters arising, but would be some issues to discuss later in the meeting.

Chairperson's Input: Damian Tite mentioned the importance of recruiting new parent members to the committee. This will be dealt with once election of new members. He agreed with the committee that the financial side of the setting will be dealt with by the management team and that the committee members will deal with the fundraising side. He discussed the occupancy for the following year. The new flooring which had been approved by the committee and the parish church has not been done as COVID hit us. There has been some maintenance done in the playroom by the church.

Matters arising: None

Managers report: The setting closed on the 23rd March 2020 due to COVID and the church being shut down so we could not open in this time. We reopened on the 1st June 2020. We opened for 4 morning sessions a week until we finished in July.

No funding increases this year.

Vicky returned on 1st June and Becca then took her maternity leave. Gemma then covered Becca's maternity leave.

Rent: We did not pay rent for most of the year again due to COVID.

No wage increases this year.

Fundraising : Again due to COVID very little raised.

Financial Report:

Audited accounts were presented and a breakdown shown on auditors report.

Election of Committee members:

Damian Tite, Jo Avery, Maureen Saunders, Nicola Whitehead and Deborah Price all stepped down.

New members:

Amy Fletcher and Mel Philpot joined as parent members and agreed to aid in fundraising throughout the year.

Any other Business:

CIO progress updated although on hold due to COVID.

Upcoming events: The nativity play will be recorded (due to Covid) and put on DVD for parents to buy as a way of fundraising this year.

Next Meeting: We will continue communicating via Whatsapp for the time being.

A meeting will be arranged for after Christmas in the new year.

Damian thanked everyone and wished the new members a happy time on the committee.

He declared the meeting ended at 3pm.

Email: stmarysplaygroup.crayford@gmail.com

St Mary's Playgroup End of Year Financial Statement 2020– 2021

INCOME

Fees received	7587.57
NEG	63097.70
Fundraising	833.50
Donations/Grants	0.00
Office costs	5.95
Salaries	0.00
Other	0.00
Consumables	0.15
PLA	691.81
Wages	1903.71
TOTAL INCOME	74120.39

Expenses

Salaries	65999.08
Rent	6997.50
Utilities	596.12
PLA/Ofsted	1433.62
Consumables	485.09
Equipment	640.92
Office costs	1473.80
Fundraising	143.26
Donations/Grants	0.00
Fees	0.00
Other	0.00
TOTAL EXPENSES	77769.39
EXCESS EXPENDITURE OVER INCOME	3649.00

Balance BF @ 01/09/20	18397.39
Minus expenditure over income	3649.00
Balance C/F	14748.39
Bank Balance 31/8/20	18397.39

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Your Ref No:

**Mrs Pam Wilkes
St Marys Playgroup
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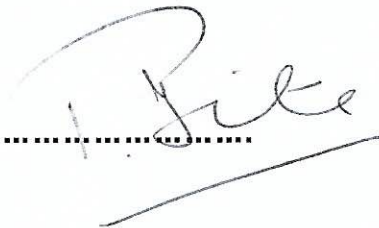
28th October 2021

AUDITOR'S REPORT FOR THE YEAR ENDED 31.08.21

I confirm that the attached Financial Statement is an accurate summary of the records supplied and explanations given and the balancing figures accurately reflect the financial position of the playgroup at 31.08.21.

The records themselves were complete and there were no unexplained entries in the year.

Signed



**P TITE
Auditor**