



# Happy Faces Playgroup

The Liddell Hall, Old Reading Road, Sherfield-on-Loddon, Hook, Hampshire RG27 0EZ  
Tel: 01256 880903

## Annual Report for the Year to 31 August 2020

The Happy Faces Playgroup, The Liddell Hall, Old Reading Road, Sherfield on Loddon, Hook, Hampshire RG27 0EZ is registered with the Charity Commissioners (no. 1029688) and constituted by a Pre-school Constitution dated 29 September 2012.

The Charity is administered by a voluntary Management Committee, comprising:

Chair	-	Claudia Phillips
Secretary	-	Andy Reynolds
Treasurer	-	Frances Ferguson*
Other members	-	Viv Allaway, Alison Smith, Katy Gent*, Alexa Bewlay*, Neil Bolger*, Laura Nielson, Sam Gibbs* (resigned on 18 <sup>th</sup> May), Kirsty Fry (resigned on 18 <sup>th</sup> May)

\* Appointed on 2 October 2019. The following members resigned on this date: Susie Vincent, Sarah Carey, Sophie Clarke and Alannah Speed.

New members are appointed each year at the Annual General Meeting with the next meeting set for 7<sup>th</sup> October 2020.

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

The Playgroup offers sessions 5 days a week, with opening hours of 8.45am to 3.45pm from Monday to Friday, with flexible sessions offered through the day along with the option to add ad-hoc sessions subject to space being available. Parents are consulted each year and agree the suitability of the sessions offered.

Regular Committee Meetings were held throughout the year by the Management Committee but sadly the usual fundraising events had to be cancelled due to the Coronavirus Pandemic. The only event that took place was the Christmas Play which raised record funds, predominantly due to raffle ticket sales.

Happy Faces had to close a week early at the end of the Spring Term due to the national lockdown but then re-opened for Key Worker children for 3 days a week (Tuesdays, Wednesdays and Thursdays) from April and two members of staff were present during each session. From June we welcomed back a limited number of children who were split into 2 bubbles.

Numbers this year have been extremely healthy and if we had been able to open to full capacity then many of the sessions would have had maximum numbers. Despite 31 leavers in the Summer, the numbers for the beginning of the autumn term look very good.

In April 2020 the national minimum wage rates increased therefore we increased all the staff wages by 6% to bring them in line with the national minimum wage whilst maintaining a distinction between the qualified and unqualified staff as well as levels of management. As of September 2020, the fees will increase by 15p per hour to contribute towards the increase in staff wages and both snacks (am and pm) will be charged at 40p each.

The biggest social media platform for Happy Faces continues to be the Facebook page which is updated regularly with weekly activities and news. We renewed our Enhanced Service on DayNurseries.co.uk and for the second year running we were rated in the top 20 nurseries in the South East based on our positive reviews.

The Management Committee were keen to give the staff a bonus at Christmas as recognition of their hard work and going forward I hope this will continue to happen.

Despite the lack of fundraising events we were able to buy a new Playhouse but because of Covid have been unable to assemble it. We successfully applied to the Local Community Magazine for a Grant to purchase some additional games and a mud kitchen.

As an approved Early Years Education Provider, we continue to receive Early Years Education Payments from the funder Hampshire County Council adhering to the Early Years Education Payment Funding terms and conditions.

***Claudia Phillips***  
***Chair***  
***Happy Faces Playgroup***  
***25<sup>th</sup> September 2020***

**Est. 1982**

**Charity No. 1029688**

# Happy Faces Playgroup

## Receipts and Payments Account for General Fund for the year to 31 August 2020

	<u>This Year</u>	<u>Last Year</u>
<u>Receipts</u>	<u>£</u>	<u>£</u>
Fees (including snacks)	20,217	23,208
EYE Funding (Hampshire County Council)	104,494	63,789
EYPP Funding	491	103
Fundraising	3,814	6,777
Grants	-	-
Donations	7	1,023
Parties	165	140
Summer outing	-	465
Administration fees	825	908
Gift Aid	409	460
Other receipts	-	-
<b>Total Receipts</b>	<b>130,422</b>	<b>96,873</b>
<u>Payments</u>		
Wages	77,831	67,102
Pension	1,558	849
Premises and Storage	8,775	11,495
Consumables	3,327	3,749
Equipment	938	4,110
Fundraising	1,536	1,843
Telephone	446	515
Insurance	738	702
Training	509	300
Repairs/renewals	30	269
Regs/Membs/Subs	860	860
Accounts & Payroll software	1,440	693
Staff Uniform	280	72
Advertising/Website	478	267
Leavers gifts	176	106
Gifts	64	24
Parties	72	160
Summer outing/Sports day	394	-
Fees refunded	35	-
Bad debts	246	-
Funding repaid/transferred	-	-
DBS checks/recruitment costs	69	125
Accountant Costs	600	75
Care Home visits	96	352
Other payments	36	75
<b>Total Payments</b>	<b>100,534</b>	<b>93,743</b>
<b>Surplus/ (Deficit) for the Year</b>	<b>29,888</b>	<b>3,130</b>

# Happy Faces Playgroup

## Receipts and Payments Account for General Fund for the year to 31 August 2020 (contd.)

	<u>This Year</u>	<u>Last Year</u>
	<u>£</u>	<u>£</u>
<b>Surplus/ (Deficit) for the Year</b>	29,888	3,130
 <b><u>Accumulated Fund as at 31 August 2020</u></b>		
Accumulated fund brought forward	14,610	11,480
Surplus/ (Deficit) for the year	29,888	3,130
<b>Accumulated fund carried forward (Current Account Balance)</b>	<b>44,498</b>	<b>14,610</b>

*Claudia Phillips*  
*Chair*  
*Happy Faces Playgroup*  
*31 August 2020*

# Happy Faces Playgroup

## Statement of Assets and Liabilities at 31 August 2020

	£
<b><u>Cash Funds</u></b>	
Current Account Balance	44,356
Deposit Account Balance	42
Petty Cash Account	100
<b>Total Cash Funds</b>	<b>44,498</b>

### **Other Monetary Assets**

Debtors: Fees Outstanding	30
<b>Total</b>	<b>30</b>

### **Investment Assets**

Nil	-
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### **Assets Retained for the Charity's Own Use (Not Valued)**

Furniture  
Computer equipment  
Toys, games, puzzles and books  
Outdoor play equipment

### **Liabilities**

Creditors: Suppliers	-
Creditors: Fees received in advance	265
Creditors: PAYE/NIC	-
<b>Total</b>	<b>265</b>

*Claudia Phillips*  
*Chair*  
*Happy Faces Playgroup*  
*31 August 2020*

**Happy Faces Playgroup**  
**Fundraising Profit Summary**  
**at 31 August 2020**

	<u><b>This Year</b></u>	<u><b>Last Year</b></u>
	<u><b>£</b></u>	<u><b>£</b></u>
Amazon Smile	33	-
Bag 2 School	143	248
Christmas Cards	119	55
Christmas Play/ Raffle	1,142	724
Clothing	233	82
Easter Event	138	2,772
Easy Fundraising	161	173
Photographer	73	(12)
Rudolph/Guess the sweets	9	-
Santa's Letters	67	20
Sherfield Fete	10	114
Fundraising Week	-	743
Halloween	150	15
<b>Total</b>	<b>2,278</b>	<b>4,934</b>

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Tel: 01256 880903

Charity No. 1029688



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Happy Faces Playgroup

On accounts for the year  
ended

31 August 2020

Charity no  
(if any)

1029688

Set out on pages

1-6

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
- 3.

Signed: *JSSaunders*

Date: 29/04/21

Name: Jodie Saunders

Relevant professional  
qualification(s) or body  
(if any):

ACA (ICAEW)

<b>Address:</b>	Shorthouse & Martin Limited
	Worthy House, 14 Winchester Road, Basingstoke
	Hampshire, RG21 8UQ

**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**