



# 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 2021

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	-	Katy Gent (appointed as Chair 7 October 2020)
Secretary	-	Andy Reynolds
Treasurer	-	Frances Ferguson
Other members	-	Viv Allaway, Alison Smith, Neil Bolger, Kelly Hursey*, Henrietta Wilkins*, Christine Delve* (resigned 11/11/20) Laura Cadmore**, Lyndsey Taylor**, Jessica Cohen**, Amanda Harvey **

\* Appointed on 7 October 2020. The following members resigned on this date: Claudia Phillips, Alexa Bewlay, Laura Nielson. \*\* Appointed 5 January 2021

New members are appointed each year at the Annual General Meeting with the next meeting set for 20<sup>th</sup> September 2021.

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 again due to the Coronavirus Pandemic. Some funds were raised through the children's personalised Christmas cards, Bags2School collections, and bespoke letters from Father Christmas made by our Deputy Manager, Gloria.

Happy Faces has remained open during the pandemic. During the second and third lockdowns the playgroup remained open to all children, but gave fee paying parents the option of a full refund if they wished to keep their children home during the lockdown period, without losing their child's place. This was entirely optional but aimed to help out parents who were in financial difficulty, or were uncomfortable with their child attending during a lockdown but could not afford to lose the fees.

Numbers this year have been extremely healthy and many of the sessions had maximum numbers. Despite 25 leavers in the Summer, the numbers for the beginning of the autumn term are at a record high with some sessions already nearing capacity.

In April 2021 the national minimum wage rates increased therefore we increased all the staff wages in line with the national minimum wage whilst maintaining a distinction between the qualified and unqualified staff as well as levels of management. In July the committee undertook a full pay review and increased all wages to keep us competitive with other local settings.

As of September 2021, the fees will increase by 5p per hour to contribute towards the increase in staff wages. Snacks fees remained unchanged at 40p per morning/afternoon session.

The biggest social media platform for Happy Faces continues to be the Facebook page which is updated regularly with weekly activities and news. We cancelled our Enhanced Service on DayNurseries.co.uk as we did not feel it was generating any new business and the cost had increased.

The Management Committee were keen to give the staff a bonus at Christmas as recognition of their hard work and also gave the care staff a 'frontline' bonus at Easter to recognise their commitment at working during repeated lockdowns.

We were finally able to erect the new playhouse which was bought pre-pandemic but could not be erected due to the pandemic and the building works at the hall. We successfully applied to Tesco Bags of Help scheme and were awarded £1000 to benefit the children, which we have spent on an array of outdoor toys including bikes and sports equipment, and will also use to furnish the playhouse.

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.

**Katy Gent**  
**Chair**  
**Happy Faces Playgroup**  
**21<sup>st</sup> September 2021**

**Est. 1982**  
**1029688**

**Charity No.**

# Receipts and Payments Account for General Fund

Happy Faces Playgroup  
For the year ended 31 August 2021

Account Name	2021	2020
<b>Receipts and Payments Account</b>		
<b>Receipts</b>		
Fees (including snacks)	34,709	20,217
Administration Fees Received	1,073	825
EYE Funding	92,374	104,494
EYPP Funding	1,053	491
Grants	1,430	0
Funding - Food Voucher Scheme	1,053	0
SSP	128	0
Donations Received	263	7
Fundraising receipts	1,320	3,814
Gift Aid	0	409
Parties Receipts	0	165
Interest Income	0	0
<b>Total Receipts</b>	<b>133,403</b>	<b>130,422</b>
<b>Payments</b>		
Gross Wages Paid	85,010	77,831
Employer Pensions Paid	946	1,558
Premises and storage	12,690	8,775
Consumables	3,841	3,327
Equipment	2,235	938
Telephone	474	446
Insurance	956	738
Training	610	509
Repairs & Renewals	0	30
Regs/Membs/Subs	827	860
Staff Uniform	199	280
DBS Checks	96	69
Advertising & Website	0	478
Accounts and Payroll software	701	1,440
Accounts Independent Review	600	600
Fundraising expenses	658	1,536
Leavers Gifts	163	176
Gifts	256	64
Parties Expenses	286	72
Summer Outing Expenses	0	394
Food Voucher Scheme	1,205	0
Care Home Visits	0	96
Bad Debts	0	246
Fees refunded	0	35
Miscellaneous Expenses	36	36
<b>Total Payments</b>	<b>111,789</b>	<b>100,534</b>
<b>Surplus/ (Deficit) for the Year</b>	<b>21,614</b>	<b>29,888</b>



# 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 2021

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.

Signed:

JSSaunders

Date:

18/02/22

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.**