

ST. CATHERINE'S UNDER FIVES

REGISTERED CHARITY NO. 1051904

**ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022**

**ST. CATHERINE'S UNDER FIVES
TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2022**

Objectives

The principal objective of the charity continued to be provision of under fives childcare.

Officers and Trustees

The officers and trustees who held office during the year are as follows:

Mrs B. Hayes	Chairperson
Mrs K. Minchin	Treasurer
Mrs C. Wadley	Secretary
Ms A. Hopton	
Mrs A. Faulkner	

The account have been drawn up on the receipts and payments basis which is consistent with the previous year

Approved by the trustees on and signed on their behalf by



Mrs B. Hayes
Position: Chairperson
Date: 18.5.22 .



Mrs K. Minchin
Position: Treasurer
Date: 18.5.22 .

To the trustees of St, Catherine'S Under Fives (the Charity) - Registered Charity 1051904

I report to the trustees on my examination of the accounts of the Charity for the year ended 31st March 2022.

I confirm that I am a qualified person (as defined) to examine the financial records and statements for the Charity and have followed all the applicable directions given by the Charities Commission.

I have completed my examination and can confirm that no material matters have come to my attention. I can also confirm that accounting records are kept for the Charity and that the Accounts for the period stated above accord with those records.

I have held a meeting with the Chairperson and administrator to report in detail any findings and discuss potential areas for improvement.

Jatin Asher

34 Lyefield Road East, Charlton Kings, Cheltenham, GL53 8AY

07952 303906

Signed:



Dated:

29th June 2022

**ST. CATHERINE'S UNDER FIVES
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED AT 31ST MARCH 2022**

	31 st March 2022		31 st March 2021	
	£	£	£	£
Income				
Nursery Education Funding	32,669.00		28,471.09	
Childcare Fees	5,432.88		6,811.70	
Grants				
GCC Discretionary Fund	-		10,000.00	
GCC Childcare Sufficiency Fund	-		5,000.00	
First Aid	180.00		-	
GCC EYDPD Funding	780.00		-	
Covid 19 Lottery fund	-		-	
Gloucester Rotary	-		1,350.00	
PATA Covid Response Funding	-		400.00	
Halifax	100.00		200.00	
PATA training fund	300.00		-	
HMRC -SSP	173.43		-	
HMRC CJRS	-		1,439.55	
Fundraising	3,647.40		1,639.33	
Donations	445.51		245.96	
Interest	1.02		4.12	
Others	113.68		122.31	
	43,842.92		55,684.06	
Expenditure				
Employment costs (gross+Er's NIC)	45,875.04		37,663.11	
Training costs	497.85		79.42	
Premises (rent, heat, etc)	4,425.36		3,915.30	
Subscriptions	100.00		150.00	
Insurance	591.08		521.30	
Administration	911.42		614.97	
Refreshments	269.50		180.97	
Consumables (paint, paper, etc)	587.71		961.30	
Fundraising costs	608.95		249.82	
Others	532.76		266.16	
Purchase of equipment/other assets	343.58		1,353.86	
	54,743.25		45,956.21	
Net income(expenditure)for the year		(10,900.33)		9,727.85

**ST. CATHERINE'S UNDER FIVES
BALANCE SHEET
AS AT 31ST MARCH 2022**

	31 st March 2022		31 st March 2021	
	£	£	£	£
Current assets				
Current account		6,587.63		17,488.98
Deposit account		10,073.53		10,072.51
		<hr/>		<hr/>
Total		<u>16,661.16</u>		<u>27,561.49</u>
Represented by:				
Opening bank balances:				
Current account		17,488.98		7,765.25
Deposit account		10,072.51		10,068.39
		<hr/>		<hr/>
		27,561.49		17,833.64
Net Income(expenditure)for the year		<u>(10,900.33)</u>		<u>9,727.85</u>
		<u>16,661.16</u>		<u>27,561.49</u>



Committee meeting – AGM

St Catharines under Fives playgroup,
London road,
Gloucester
GL2 0RR

Date 18.5.22

Time 7.30pm

Present	Bethan Hayes - Chair	Mandy Coombes
	Ola Swiatlowska	Amy Hopton
	Karen Minchin	Sakun Murugian
	Stephanie Tea	Anita Faulkner
	Stuart Meadows	
Apologies	Lianne Wilson	Josephine Browning
	Carley Wadley	Julie Evans

	Agenda item	Action
1	Welcome and apologies Huge welcome to everyone as always thank you for giving up your time to come today. Everything we discuss tonight is of course private and confidential	BH
2	Minutes from previous meeting Just a reminder anything discussed tonight is private and confidential All have been actioned.	BH
3	Matters Arising. Committee t shirts – we need one for Steph who else – We need measurements by end of the month please. Already have clare's	BH
4	Chair's Report Thank you to everyone for a great spring term! I can't believe where the time has gone. We have been given a couple of grants, Ola is attending training	

with one and we also have a jubilee fund. We are pleased to say Lianne is also enrolled for her next level, amazing you can do this! Now we are now looking forward to our summer plans including the Jubilee street party, Jubilee events in stay and play, sports day, Leavers events and a summer Fayre.

Its been a tough year with increase in minimum wage, lower enrolment numbers across the country following covid, increase in rates, rent etc and so a tough year financially. We have continued to tackle this head on with ideas for fundraising, applying for grants, new advertising with the larger banner, asking other business and early years services for support. We have had to reassess roles and are still finding our feet with this following Tina moving on. I myself have found it very hard with my workload increasing and balancing that with playgroup and I am sure the team have too. I did put out a plea for help/ someone to take over or even a deputy role but sadly had no one. From this I feel the way forward is to try and recruit more people on to the committee to widen the amount of help we have and if everyone could have a specific role that may also help. I am conscious I want us to continue in this strong way and not burn ourselves out as I know we seem to be very good at doing as we are all trying to hard we need to be there for each other and continue as the amazing team we are. Can I suggest we have a social evening where we bring committee and team together! I am aware the committee now is made up of working parents and also the staff work load just seems to get bigger and bigger, which is also the case with stay and play and thank you all so much for all you do. If anyone can help me with applying for grants this would be a massive help!

As we head in to the last half term we want to continue to the way we always to, positive and going strong. Everyone's support is what makes this happen so thank you. We need to try and meet and great new parents and get them onboard with the committee and also promote what we have been fundraising for. Moving on to the end of the year very sadly will be Anita, thank you so much for all your support with the committee over the last year or so. Does anyone fancy taking over social media in September/summer, thank you so much for this Anita its been amazing and we will be stealing your format going forward ha ha! Does anyone have any ideas how best to approach this? We tried putting the a frame out for parents and parent rota sign up but this didn't seem to work – Poster on the door seems much more effective.

We need to sort some more flyers and refresh local shops, business etc. Can anyone do some more cutting and stapling please.... Who can help distribute and where if everyone can suggest 3 places they can do it would be great:

Bethan Innsworth shop, post office longlevens, library longlevens.

BH

5	<p>Financial report</p> <p>Thank you to all the staff, parents and volunteers for supporting us this year. We have had to go through changes with staffing, roles and getting support from parents and volunteers to run the playgroup sessions smoothly. We are also very grateful for all the support given (time and effort) during fundraising events for the playgroup.</p> <p>St Catharine's Financial Year runs from April till March. Our finances operate through Early Years funding, fees, fundraising and donation to cover wages, payroll, rent, insurance, buying teaching resources, cleaning materials and for additional support staff for the session. Some finances from fundraising events and grants helped to fund the purchase of crafts materials, training for staff and to also to support events that bring the community together.</p> <p>For this financial year, we have had more expenditures in running the playgroup than income which has been a financial loss for the setting. This year, we have had to cope with low enrolment of children into the setting, increase in rent, insurance and also wages for staff (in accordance to the National Living Wages & National Minimum Wage). We also have had to cope with increased cost of purchase for snacks and cleaning materials.</p> <p>We are very grateful for the support given by the Early Years business support team from the council which guided us with suggestions to raise awareness of the setting's location and to advertise what we can offer. This has improved the increased number of children attending Stay & Play sessions. We hope that with this improvement in the numbers of children coming into Stay & Play, the enrolment of children into the sessions will increase as well in future. We are very hopeful that fundraising events will also help to increase awareness and encourage enrolment into the setting.</p> <p>After 2 years of being affected by Covid 19, the fundraising events that have been held are bringing the community together. We are very grateful for all the support that everyone brings.</p> <p>We have put plans in place to prepare for eventualities should we ever have to close our setting. But it is our strong hope that with your ongoing support, the playgroup will continue to thrive and provide a strong foundation to many more children over the coming years.</p>	SM
6	<p>Playgroup Report</p> <p>Thank you to the team for all of their support. This term has posed some challenges for us, including preparing all of the transition records for the children moving up to school.</p> <p>We have been working hard on final preparations for the children, ensuring that as far as possible they are independent with dressing and undressing, including shoes and coats, resilient, self directed in their choice</p>	

	<p>of activities, confident to approach adults to share their wants and needs and fully aware that they are important as an individual.</p> <p>Thank you also to everyone who has been involved with fundraising, we have had some amazing donations for Raffles which have made for a successful fundraising term.</p> <p>We are now in full swing organising leavers events, the queen's platinum jubilee party and end of term for all children.</p> <p>We aim to send out full details very soon.</p> <p>This term we would be very grateful for any help that could be offered at any time! Even if you can't come into the setting if you are able to do some small jobs at home for us we would be so so grateful!</p>	
7	<p>Stay and Play Report</p> <p>Stay and Play continues to go really well, we have had a couple of quiet weeks and some really busy. We have a strong stay and play team of helpers which is amazing and keeping ourselves refreshed with ideas, craft etc thank you all so much. We need to look at other ways of incorporating playgroup – can we go back to once a term, so just 3 times a year, we have someone from playgroup team to come and promote? Also print off prospectus so we have a hard gloss copy? Karen is sorting themes for next term and Steph and Andrea have been amazing sorting craft. We also want to look at getting some visitors in. We had diddy dance this last term which was fantastic.</p>	BH
8	<p>Safeguarding</p> <p>Bethan to recheck file Friday 20.5.22 Steph and Julie need to do theirs ofsted/dbs</p>	BH/AC
9	<p>Fundraising</p> <p>Last term was fantastic we set a target of £1000 by end of this school year. So far we have raised over £400 from Emily amazing! £350 for the spring fayre, £190 for Easter wreaths and £56 so far for the superdry bags that were donated – we really want this one to reach £150 so any other suggestions would be great.</p> <p>Sadly bunting craft night looks to be saturated so we are cancelling.</p> <p>We want to do one last activity before end of the term the summer fayre so how can help please! Mother union have offered to help again and would be lovely if we could use extended area – even if just for stalls to make even bigger and some more games.</p> <p>On the day:</p> <p>Set up Put away Run games/table</p>	BH

	<p>Contact community builders – area</p> <p>Blue token do asda and morrison's do this as we have applied for tesco. Big dug to be approached and smith's builders.</p> <p>What events have we found most successful in the last year:</p> <p>Emily Wreath – this require less people to manage Nearly New Table top/fayres – this require less people to manage</p>	
10	<p>Staffing</p> <p>None</p>	
11	<p>AOB</p> <p>None</p>	BH
12	<p>Date of next meeting</p> <p>6.7.22</p>	BH