

**PUDDLEDUCKS COMMUNITY PLAYGROUP**

**YEAR ENDED 31 AUGUST 2020**

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**PUDDLEDUCKS COMMUNITY PLAYGROUP**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2020**

**Charity number: 1027069**

**PUDDLEDUCKS COMMUNITY PLAYGROUP**

**YEAR ENDED 31 AUGUST 2020**

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# PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

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## REPORT OF THE TRUSTEES

The Trustees are pleased to present their report, together with the financial statements for the year ended 31 August 2020.

### Reference and administration details

Charity name: Puddleducks Community Playgroup

Charity registration number: 1027069

Address of charity: Jubilee Room  
Mulbarton Village Hall  
The Common  
Mulbarton  
Norwich  
NR14 8AE

Trustees: E Maginn (Chairperson)  
A Watson (Treasurer)  
B Holland - Secretary  
N Lambert (Safeguarding Officer)  
D Vaughan  
H Wright  
C Meeson  
S Small

Associates: N/A

Lead Practitioner: S Webster

Bookkeeper: N Lee

Administrator: D Fiddeman

Bankers: The Co-operative Bank  
PO Box 250  
Delf House  
Southway  
Skelmersdale  
WN8 6WT

Independent Examiner: Aldous & Saunders

# **PUDDLEDUCKS COMMUNITY PLAYGROUP**

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## **Structure, governance and management**

### **Governing document**

Puddleducks Community Playgroup was established in 1993. Its constitution was adopted on 4 October 1993 and registered with the Charity Commission (registration number 1027069) on 13 October 1993. An amendment to the constitution was made on 16 October 2015 and submitted to the Charity Commission.

### **Appointment and recruitment of Trustees**

The Trustees are appointed each year at the Annual General Meeting.

The committee of Trustees shall consist of:

- 3 officers (Chairperson, Secretary, Treasurer);
- Not less than 4 nor more than 9 other elected Trustees;
- Up to 3 co-options, at the discretion of the committee.

At least two-thirds of the committee members, including co-opted members, shall at the time of election or co-option be parents of guardians of Children in the setting.

### **Trustees' induction and training**

All new Trustees will be provided with copies of:

- The Charity's constitution
- The latest accounts of the Charity

and are encouraged to read Charity Commission guidance notes CC3 - "The Essential Trustee".

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

### **Risk management**

The Trustees actively review the major risks which the Charity faces on a regular basis and have established systems to mitigate the risks as far as possible, within practical and financial constraints.

### **Organisational structure**

The Trustees administer the Charity and meet 11 times a year to review fee and grant income and discuss and approve forthcoming charitable expenditure.

### **Objectives and activities**

The objects of the Charity are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

### **Achievements and performance**

The setting was subject to an Ofsted inspection in September 2016 and achieved a good rating.

Reports of the Chairperson, Treasurer and Lead Practitioner are included in the attached appendix to the financial statements.

### **Public benefit**

## PUDDLEDUCKS COMMUNITY PLAYGROUP

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The Trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the Charity's activities they have had regards to this guidance.

### Plans for future periods

The Trustees' financial plans for the coming year are:

- Continue and use existing Fundraising to:
  - Subsidise end of term trips and preschool trip
  - Subsidise play and stay sessions,
  - Fund end of term party and leavers' gifts,
  - Fund Christmas party and children gifts
  - Fund work done to improve the inside and outside spaces and ongoing maintenance
- Maintain the contingency fund already established to cover the cost of statutory redundancies in the unlikely event of closure (and regularly monitor the adequacy of this fund);
- Minimise further depletion of the general reserves to ensure the financial viability of the Charity;

### Financial review

The Charity is funded by fee income and local authority funding. Total receipts amounted to £86,712 and after payments of £90,973 and liabilities of £5,360, net income for the year amounted to **£-9,621**.

The Trustees consider the year end financial position to be in line with budgeted expectations and confirm that the Charity can currently meet all known obligations.

### Reserves policy

At the year end, the Charity's free reserves amounted to £45,313. It is the Trustees' aim to maintain reserves in order to:

1. meet redundancy liabilities should the setting have to close;
2. maintain a general contingency reserve equal to one term's outgoings;
3. Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

Signed on behalf of the Trustees



Dr. E. Maginn  
Chairperson  
28th April 2021

# PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

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## RECEIPTS AND PAYMENTS ACCOUNT

	2020	2019
Income receipts	£	£
Fees	8,202	18,761
Early Years Funding	59,349	55,831
Bursaries	-	-
Milk refunds	-	-
Parent purchases	-	67
Sundry income	1,850	-
Investment income	-	-
Grants	8,663	-
Ducklings	2,310	1,758
Fundraising income	6,339	3,186
	<b><u>86,712</u></b>	<b><u>79,603</u></b>
Charitable expenditure		
Wages	72,716	84,355
Rent	6,109	7,140
Education	146	2,702
Admin equipment	2,658	2,502
Admin expenses	888	46
Insurance	827	827
Yearly subscriptions	371	549
Staff training	50	108
Milk / Fruit & Veg	537	953
Gifts	0	88
Premises expenses	-	-
Grants expended	-	-
Sundry expenses	3,459	(3,150)
Ducklings	1,406	1,050
Parties	50	-
Fundraising expenses	1,756	7,371
	<b><u>90,973</u></b>	<b><u>104,541</u></b>
Other payments		
Independent Examiner's fees	48	-
August Salaries	5,312	-
	<b><u>96,333</u></b>	<b><u>104,541</u></b>
Net receipts for the year	<b><u>(9,621)</u></b>	<b><u>(24,938)</u></b>
Cash and bank balances at start of year	<b><u>49,524</u></b>	<b><u>74,462</u></b>
Cash and bank balances at year end	<b><u>45,313</u></b>	<b><u>49,524</u></b>

# PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

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## STATEMENT OF ASSETS AND LIABILITIES

	2020 £	2019 £
<b>Cash funds</b>		
Bank Current account	37,398	44,297
Bank Fundraising account	7,915	5,228
	<b><u>45,313</u></b>	<b><u>49,524</u></b>
<b>Current Assets</b>		
Income: Autumn Fees	-	-
Income: Ducklings	-	-
	=	=
<b>Current Liabilities</b>		
Purchases	-	-
Fundraising	-	-
Wages Ducklings	-	-
Wages/PAYE/NI	5,312	-
Rent (Scout hut) Duckling	-	-
IE Fee	48	=
	<b><u>5,360</u></b>	=

These financial statements were approved by the Trustees on 28 April 2021 and are signed on their behalf by:



E Maginn  
Chairperson

A Watson  
Treasurer

# PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

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## INDEPENDENT EXAMINER'S REPORT



**Norwich Office**  
First Floor, Vantage House  
Walsley Road, Long Stratton  
Norwich, Norfolk, NR15 2PD  
**Tel** 01508 571432  
**Email** [help@aldous-saunders.co.uk](mailto:help@aldous-saunders.co.uk)  
**Web** [www.aldous-saunders.co.uk](http://www.aldous-saunders.co.uk)

Puddleducks Community Playgroup  
Jubilee Hall  
Mulbarton Village Hall  
The Common  
Mulbarton  
Norfolk  
NR14 8AE

**Ref: Examination of Puddleducks Community Playgroup Accounts**

To the Trustees,

As the charity trustees of the Trust, you are responsible for the preparation and filing of the accounts in accordance with the requirements of the Charities Act 2011.

I have completed my examination of the accounts, for year ended 31<sup>st</sup> August 2020, and can confirm that no material matters have come to my attention.

Yours Sincerely





Tracey Aldous MIP FMAAT  
Partner  
Aldous & Saunders Accountants and Business Advisors  
[tracey@aldous-saunders.co.uk](mailto:tracey@aldous-saunders.co.uk)



# PUDDLEDUCKS COMMUNITY PLAYGROUP

YEAR ENDED 31 AUGUST 2020

		Independent examiner's report on the accounts	
<b>Section A Independent Examiner's Report</b>			
Report to the trustees/ members of	Charity Name: PUDDLEDUCKS COMMUNITY PLAYGROUP		
On accounts for the year ended	31 <sup>ST</sup> AUGUST 2020	Charity no (if any)	
Set out on pages	(remember to include the page numbers of additional sheets)		
	I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.		
Responsibilities and basis of report	As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").  I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.		
Independent examiner's statement	I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect: <ul style="list-style-type: none"><li>• accounting records were not kept in accordance with section 130 of the Act or</li><li>• the accounts do not accord with the accounting records</li></ul> I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached. * Please delete the words in the brackets if they do not apply.		
Signed:		Date:	16/03/2021
Name:	TRACEY ALDOUS		
Relevant professional qualification(s) or body (if any):	FMAAT		
Address:	ALDOUS & SAUNDERS ACCOUNTANTS VANQUISH HOUSE, WELLESLEY ROAD, THARSTON, NORFOLK, NR15 2PD.		

Section B	Disclosure
<p>Give here brief details of any items that the examiner wishes to disclose.</p>	<p>Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).</p>
	<div>N/A (0000)</div>

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October 2018

## **PUDDLEDUCKS COMMUNITY PLAYGROUP**

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Puddleducks is a registered charity run for the benefit of our children, and the wider community and is a not for profit organisation. In order to operate as a Charity, we are required to run an AGM each year, to present to our members – who are you: The current parents & carers of our attending children. We require a minimum 7 members to attend an AGM to be Quorate. This keeps us legally in line with our charitable constitution.

### **Thanks to Committee:**

First of all, I would like thank the outgoing Committee members, Nathan, Caroline, Donna and Becca for their hard work and dedication over the years that they have been with us. They have been great to work with and Becca has been a fantastic secretary and organiser for Puddleducks.

I also want to thank the current Committee members who are staying on. It's unfortunate that we've not had much opportunity to meet up in person this year. But, I'm glad we have a core of Trustees staying on for another year; and also to have Ash continuing as Treasurer for a third year.

### **Thanks to Staff:**

And finally, I do also want to thank Sarah and all the staff on behalf of all of us: 2020 - 2021 has been a tough year for everyone, but this year has really highlighted how 'front-line' and 'essential' Early Years Education is. Unfortunately, Early Years, tends to not be considered as much, or be featured as prominently as many other front-line educational services. Sarah and the staff have all rallied together and made many changes to ensure the safety and well-being of our children has been paramount. They've done this all while also ensuring that the setting is still a fun and inviting space for the children that attend. And of course, they've also had to do this whilst having to balance the risks and well being of their own families throughout the pandemic.

So, for this we thank them for their dedication and hard work in such challenging times.

### **Challenges:**

As you will hear from the Treasurers report, 2019-2020 was a challenging year financially too. However, we are on course to bring our finances back into line, post-Covid.

As a new committee, in 2019, We collectively agreed to put plans in place to rebrand Puddleducks and revamp the website; update social media use; and refresh the setting with new decoration, toys and equipment. We also have a number of new members of staff that have joined over the past couple of years, adding to the core of experience that Puddleducks has with Sarah leading a great and enthusiastic team.

All of these changes have worked to attract more children to the setting, and we now feel we are in a great place to continue growth; attract more children and bring in new staff and continue to develop our existing staff from within.

Last year we introduced an online invoicing and back office system for Puddleducks. I realise that we've had a few teething problems with the direct debit automation on this, so thanks for bearing with us. We are close to having the processes automated and internally organised a bit better, but on the whole, the system is proving to be simpler and more transparent for parents and the Puddleducks admin team.

### **Committee Commitments:**

## **PUDDLEDUCKS COMMUNITY PLAYGROUP**

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Historically, the Committee have met one evening a month, 12 times per year. But we are aware that this can be a big commitment for busy parents.

This year, we have planned for 6 committee meetings, roughly 2 months apart.

Because Puddleducks operates as a charity, we are required to be managed by committee. The Committee MUST be made up of:

- 3 officers: Chair; Treasurer & Secretary
- Between 4 & 9 General members (elected at AGM)
- And up to 3 co-opted members, if required (that can be voted in by the committee after the AGM)

At least two thirds of the committee members (including coopted members) MUST be parents or guardians of children currently enrolled at Puddleducks.

Unfortunately, we are at the point where the majority of our committee have not got children in Setting anymore. Therefore, I would like to encourage any interested parents to consider joining the committee – As it stands we require 3 new members this year to remain constitutionally robust.

Committee meetings are used to discuss and vote on core management issues and policies that steer Puddleducks as an Early Years provider. It allows staff, committee and parents, the opportunity to voice any concerns or suggest areas of improvement. It is also the time when we officially vote in any changes to things such as fees, new policies etc.

While we do not require attendance at every meeting, and we can be flexible with dates, we do need at least 4no committee members to attend when we vote.

To ensure that Sarah and the staff are supported, and things are still managed correctly; Myself, The Treasurer and Lead Practitioner, have operational meetings and calls as necessary, and we are also now able to have more discussions on Facebook Groups, which has allowed us to make faster decisions, which was essential during lockdown.

### ***Maintaining Best Practice Care & Staff levels:***

We will strive to reduce overheads and excessive costs where possible, but we still commit to maintaining best practice staffing levels, training and child care

### **The Role of Fundraising and Fundraisers:**

Puddleducks has always offered fantastic off-site visits and treats for our children:

We would not be able to do as much as we do, without the continue efforts of fundraising. Unfortunately we've had to suspend both external trips and fund raising this year. But we do intend to have a 30<sup>th</sup> birthday fete this summer to celebrate Puddleducks 30<sup>th</sup> Year.

Even if you don't want to commit to an acting committee member, you are very welcome to join in an help with organising or supporting the summer Fete. This year Sam Small and Hayley Wright will be leading the fundraising team, and planning events for the summer.

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**Dr. Ellis Maginn**

**Chair, Puddleducks Preschool, Mulbarton**

## PUDDLEDUCKS COMMUNITY PLAYGROUP

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### TREASURERS REPORT

The Puddleducks financial year runs from 1st September to 31st August annually. This allows the management of Playgroup's finances in the context of admissions and staffing each academic year.

The annual budget was initially reported to return a deficit of approximately £20k which was mainly impacted by a continuation of low no's in setting as also experienced in the previous year.

Puddleducks, like many other businesses, was greatly affected by Covid 19. Following announcement of lockdown and the subsequent closure of the setting the financial outlook was uncertain. Revenue was impacted due to the freezing of fees while children were absent from the setting however Government funding was still paid at a great relief to all.

The introduction of the Furlough scheme also helped plug the gap due to the absence of fee's and a general relaxation on other financial commitments over and above salaries were a huge help. A big thank you to the Village Hall committee who froze rent payments during lockdown.

Other benefits received in year gained were as follows:

- HMRC Refund for prior year overpayments of approx £2k
- Donation from the Paul Bassam Charitable trust in the sum of £813.50

A combination of the above meant that the initially anticipated deficit was drastically reduced.

During the 12 month accounting period, the Puddleducks totals were as follows:

Receipts	-	£87k (up 8% on previous year)
Payments & Liabilities	-	£96k (down 9% on previous year)
Net Receipts	-	£-9k

The accounts have been independently verified by Aldous & Saunders ready for submission to the Charities Commission.

Comparison to previous year:

	2019/20	2018/19
Receipts	£87k	£80k
Payments & Liabilities	£96k	£105k
Net Receipts	£-9k	£-25k

The most significant element of expenditure relates to staffing of the setting which accounts for 80% of expenditure.

At the year end, the Charity's free reserves amounted to £45,313. It is the Trustees' aim to maintain reserves in order to:

- meet redundancy liabilities should the setting have to close;
- maintain a general contingency reserve equal to one term's outgoings;
- Invest in new toys and equipment as and when required.

After providing for the estimated cost of the above, the Charity presently has no excess reserve.

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Fundraising during the year has generated over £2.5k of profit with the majority coming from the Xmas fair. Due to lockdown these funds weren't utilised in year however it did help to replenish the fundraising account following the extensive redecorating work carried out before the start of the September term. It has also allowed for the procurement of some new outdoor play equipment in 2021.

Ducklings had a positive start to the year and continued to prove that it is a valuable source of income to Puddleducks. Ducklings is self funded and on this basis the Committee decided that Ducklings represents good value for money as a form of publicity and feeder group for Puddleducks, and that we should continue to invest.

To conclude, it has been a strange and uncertain year for all at Puddleducks. We are fortunate that the initially anticipated deficit was largely reduced and admissions seem to be on the rise. We do however, still face a challenging 12 months to ensure that we get back to at least a break even position as we cannot continue to run at a deficit. We do however remain positive that with the continued investment in the setting and support from the staff, committee, parents & carers we are well placed to attract new children to the playgroup.

Ashley Watson  
Treasurer

**LEAD PRACTITIONERS REPORT**

A year and a half have flown past since our last AGM and due to the covid-19 restrictions we find ourselves in a very different situation. Who would have thought we would find Puddleducks closed for 3 months during the first lockdown from mid-March to June 2020? Having to put in place new procedures, new ways of maintaining contact with the children and their families, offering learning opportunities and activities for the children at home through online systems, holding our committee meetings and AGM through zoom.

We are very privileged to work with such a fantastic group of children and their families. Families that have found themselves becoming teachers to their children with home schooling and juggling working from home and childcare. We would like to thank all our families for their support and understanding during this time when we have found ourselves in situations that we could never have imagined.

For us as Early years practitioners it has been a very strange and different year. We lost three months of face to face learning time with the children. When we returned on 1<sup>st</sup> June 2020 it was with restricted bubbles of children, spending most of our days outside. We enjoyed minibeast hunts, lots of water play, role play in the mud kitchen and building sandcastles in the sand pit. Due to the lengthy time away, we were unable to start any growing projects with the children and the allotment garden became overgrown. We have gradually brought it back to life with the help of committee members and staff and we are back up and running with our growing projects. In recent weeks due to the kind generosity of our families we have received seeds for planting, plants and new watering cans for the children to use. We look forward to harvesting the fruits and vegetables in the coming months and eating them at snack time.

We have transitioned children to school that have not had their full preschool year with us, not being able to visit the school with them, not being able to hold parents' evenings, open days, fundraising events, parties and trips, all things that are part of Puddleducks. We are privileged to nurture such a lovely group of children and have greatly missed those that left us for school in July 2020.

After the last AGM in October 2019 things were still normal, we hadn't heard of covid-19 and this meant that we were able to offer some great the learning experiences to the children. We harvested our homegrown pumpkins and the remaining produce from the allotment garden. We were also able to take part in fundraising for Children in Need, World book day and Comic Relief. Our last fundraising event was a successful Valentines stay and play session



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organised by Hayley and Samantha, with over 40 children and their parents attending and enjoying some great valentine themed activities.

We were able to hold our annual Preschool Nativity, welcoming Parents, Grandparents and extended family to watch. At the end of the Autumn term 2019 we saw changes to the staff team, we said goodbye to Kim and Karina.

The new academic year 2020 began well, with covid-19 procedures and restrictions still in place. If this is the new normal then we have embraced it and tried to continue as normal. We were able to welcome back all our children and new children and their families as well. The children settled back well and have enjoyed being back with their friends. We have purchased some new wooden climbing equipment for the outdoor space and it will shortly be installed ready for the children to access to. This equipment will help to develop the childrens gross motor skills and allow them to manage, assess and take their own risks. This equipment has been purchased with funds raised at our Christmas fair and other fundraising events.

On April 17<sup>th</sup> 2021 Puddleducks celebrated its 30<sup>th</sup> birthday and as we were still in lockdown with covid restrictions any party and celebration will be held off until later in the year when we hope to hold an event to raise funds for the group and to also welcome back children, their families and staff who have previously been part of the Puddleducks community.

The staff team have worked exceptionally hard to try and maintain normality for the children attending Puddleducks, putting aside their own fears and anxieties to continue offering the learning experiences that the children have been able to take part in.

The staff team have continued with their own professional development. Training for us has changed and as with most things has moved across to online learning. Staff have undertaken online training in infection control and prevention, child protection and paediatric first aid, as well as refreshing their knowledge around the EYFS, behaviour management and mental health and well-being. In September 2020 Anna returned to study and is busy studying for her Early Years Educator level 3 qualification.

The past academic year and this academic year so far are ones we will not forget, with so many changes and challenges occurring during this difficult and unprecedented time.

The staff team and I would like to say 'Thank you' to the outgoing committee for all of their hard work behind the scenes and support that they have offered the staff team over the last year and a half.

**PUDDLEDUCKS COMMUNITY PLAYGROUP**

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I would also like to thank the parents and extended family members for their continued support in all we do at Puddleducks.

Thank you.

Sarah Webster

Lead Practitioner

												GENERAL ACCOUNT			FUNDRAISING ACCOUNT		
												Account: 65216512 00			Fundraising Account: 65216512 50		
												Opening Date: 01/09/19			Opening Date: 01/09/19		
												Opening Balance: 44,296.75			Opening Balance: 5,227.55		
MONTH	Notes	Gen Acc Ref	FR Acc Ref	Date	Budget Code	Budget Code Description	Amount Debit	Amount Credit	Balance	Income or cost category	Description of income or expense	Debit	Credit	Balance	Debit	Credit	Balance
9	Query. Can this be reported as	1		2/9/2019	GAX3	Rent	£ 595.01		48,929.29		Mulbarton Village Hall - Rent	£595.01	£ -	43,701.74	0	0	5,227.55
9		2		2/9/2019	GAY8	Ducklings		£ 651.68	49,580.97		PO Credit - Ducklings Income	£ -	£651.68	44,353.42	0	0	
9		3		4/9/2019	GAX1	Wages	£ 633.22		48,947.75		J Howard - Salary	£ 633.22	£0.00	43,720.20	0	0	633.22
9		4		4/9/2019	GAX1	Wages	£ 710.36		48,237.39		A Mayhew - Salary	£ 710.36	£0.00	43,009.84	0	0	710.36
9		5		4/9/2019	GAX1	Wages	£ 710.47		47,526.92		M Milburn - Salary	£ 710.47	£0.00	42,299.37	0	0	710.47
9		6		4/9/2019	GAX1	Wages	£ 945.66		46,581.26		K Turney - Salary	£ 945.66	£0.00	41,353.71	0	0	945.66
9		7		4/9/2019	GAX1	Wages	£ 491.16		46,090.10		R Arthurs - Salary	£ 491.16	£0.00	40,862.55	0	0	491.16
9		9		4/9/2019	GAX1	Wages	£ 277.61		45,812.49		D Fiddeman - Salary	£ 277.61	£0.00	40,584.94	0	0	277.61
9		10		4/9/2019	GAX1	Wages	£ 368.37		45,444.12		K King - Salary	£ 368.37	£0.00	40,216.57	0	0	368.37
9		11		4/9/2019	GAX1	Wages	£ 222.01		45,222.11		N Hall - Salary	£ 222.01	£0.00	39,994.56	0	0	222.01
9		12		4/9/2019	GAX1	Wages	£ 1,025.44		44,196.67		D Radford - Salary	£ 1,025.44	£0.00	38,969.12	0	0	1,025.44
9		13		4/9/2019	GAX1	Wages	£ 1,318.16		42,878.51		S Webster - Salary	£ 1,318.16	£0.00	37,650.96	0	0	1,318.16
9		8		4/9/2019	GAX2	Ni contributions	£ 416.12		42,462.39		HMRC	£ 416.12	£0.00	37,234.84	0	0	416.12
9		14		9/9/2019	GAX1	Wages	£ 191.91		42,270.48		Nest - Pension Plan	£ 191.91	£0.00	37,042.93	0	0	191.91
9		15		10/9/2019	GAX1	Wages	£ 75.12		42,195.36		Heather Nunn - Payroll Fee	£ 75.12	£0.00	36,967.81	0	0	75.12
9		16		16/9/2019	GAX13	Miscellaneous	£ 50.00		42,145.36		Premier Pest Solutions - Beehive	£ 50.00	£0.00	36,917.81	0	0	50.00
9		17		16/9/2019	GAX14	Ducklings	£ 51.66		42,093.70		S Webster - Expenses	£ 51.66	£0.00	36,866.15	0	0	51.66
9		18		16/9/2019	GAX5	Admin (equipment)	£ 278.35		41,815.35		S Webster - Expenses	£ 278.35	£0.00	36,587.80	0	0	278.35
9		19		24/9/2019	GAX5	Admin (equipment)	£ 70.78		41,744.57		Plusnet - Mobile/Internet	£ 70.78	£0.00	36,517.02	0	0	70.78
9		20		24/9/2019	GAY1	GAY1 - Fees*		£ 36.00	41,780.57		C Meeson - Barnaby Meeson Winter Fee	£ -	£36.00	36,553.02	0	0	0.00
9	Also see 51a above	21		26/9/2019	GAX14	Ducklings	£ 3.00		41,777.57		L Tink - Expenses	£ 3.00	£0.00	36,550.02	0	0	3.00
9		22		26/9/2019	GAX14	Ducklings	£ 27.97		41,749.60		K Johnson - Expenses	£ 27.97	£0.00	36,522.05	0	0	27.97
9		23		26/9/2019	GAX14	Ducklings	£ 75.00		41,674.60		Little Tinkers - Invoice #4	£ 75.00	£0.00	36,447.05	0	0	75.00
9		24		26/9/2019	GAX3	Rent	£ 80.00		41,594.60		Mulbarton Village Hall - Photography Day	£ 80.00	£0.00	36,367.05	0	0	80.00
9		25		26/9/2019	GAY1	GAY1 - Fees*		£ 420.00	42,014.60		National Savings - LFUL80778 Winter Fee	£ -	£420.00	36,787.05	0	0	0.00
9		26		27/9/2019	GAY1	GAY1 - Fees*		£ 364.00	42,378.60		National Savings - TPR121073 Winter Fee	£ -	£364.00	37,151.05	0	0	0.00
9		27		30/9/2019	GAX5	Admin (equipment)	£ 99.00		42,279.60		Nursery In A Box - Direct Debit	£ 99.00	£0.00	37,052.05	0	0	99.00
9		28		1/10/2019	GAX3	Rent	£ 595.01		41,684.59		Mulbarton Village Hall - Rent	£ 595.01	£0.00	36,457.04	0	0	595.01
10		29		2/10/2019	FRY1	Fundraising		£ 813.50	42,498.09		Paul Bassam and Price Family Donations	£ -	£0.00	36,457.04	£ -	£ 813.50	0.00
10		29	1	2/10/2019	GAY1	GAY1 - Fees*		£ 780.00	43,278.09		National Savings - JSOL97496 Winter Fee	£ -	£780.00	37,237.04	£ -	£ 780.00	0.00
10	£23.90 relates to PD fundraising as	31		4/10/2019	FRY1	Fundraising		£ 13.03	43,291.12		FR Account - Interest	£ -	£0.00	37,237.04	£ -	£ 13.03	0.00
10		32		4/10/2019	GAX1	Wages	£ 91.79		43,199.33		D Alves - Salary	£ 91.79	£0.00	37,145.25	0	0	91.79
10		33		4/10/2019	GAX1	Wages	£ 175.72		43,023.61		N Hall - Salary	£ 175.72	£0.00	36,969.53	0	0	175.72
10		34		4/10/2019	GAX1	Wages	£ 222.21		42,801.40		N Lee - Salary	£ 222.21	£0.00	36,747.32	0	0	222.21
10		35		4/10/2019	GAX1	Wages	£ 72.45		42,728.95		E Jones - Salary	£ 72.45	£0.00	36,674.87	0	0	72.45
10		36		4/10/2019	GAX1	Wages	£ 43.43		42,685.52		H Mabee - Salary	£ 43.43	£0.00	36,631.44	0	0	43.43
10		37		4/10/2019	GAX1	Wages	£ 174.82		42,510.70		Nest - Pension Plan	£ 174.82	£0.00	36,456.62	0	0	174.82
10		38		4/10/2019	GAX1	Wages	£ 277.61		42,233.09		D Fiddeman - Salary	£ 277.61	£0.00	36,179.01	0	0	277.61
10		39		4/10/2019	GAX1	Wages	£ 368.37		41,864.72		K King - Salary	£ 368.37	£0.00	35,810.64	0	0	368.37
10		40		4/10/2019	GAX1	Wages	£ 478.06		41,386.66		A Mayhew - Salary	£ 478.06	£0.00	35,332.58	0	0	478.06
10	Paid twice in error. Pending Refund	41		4/10/2019	GAX1	Wages	£ 574.03		40,812.63		R Arthurs - Salary	£ 574.03	£0.00	34,758.55	0	0	574.03
10		42		4/10/2019	GAX1	Wages	£ 871.64		39,940.99		K Turney - Salary	£ 871.64	£0.00	33,886.91	0	0	871.64
10		43		4/10/2019	GAX1	Wages	£ 942.60		38,998.39		D Radford - Salary	£ 942.60	£0.00	32,944.31	0	0	942.60
10		44		4/10/2019	GAX1	Wages	£ 942.60		38,054.66		J Howard - Salary	£ 942.60	£0.00	32,944.31	0	0	942.60
10		45		4/10/2019	GAX1	Wages	£ 953.52		38,044.87		S Webster - Salary	£ 953.52	£0.00	31,990.79	0	0	953.52
10		46		4/10/2019	GAX1	Wages	£ 1,568.56		36,476.31		S Webster - Salary	£ 1,568.56	£0.00	30,422.23	0	0	1,568.56
10		47		4/10/2019	GAY1	GAY1 - Fees*		£ 348.00	36,824.31		O Crawford - Winter Fees	£ -	£348.00	30,770.23	0	0	0.00
10		48		8/10/2019	GAY1	GAY1 - Fees*		£ 168.00	36,992.31		A Harraton - Winter Fees	£ -	£168.00	30,938.23	0	0	0.00
10		49		9/10/2019	GAX2	Ni contributions	£ 169.44		36,822.87		HMRC	£ 169.44	£0.00	30,768.79	0	0	169.44
10		50		9/10/2019	GAX5	Admin (equipment)	£ 73.68		36,749.19		D Fiddeman - Expenses	£ 73.68	£0.00	30,695.11	0	0	73.68
10	£23.90 relates to PD fundraising as	51b		10/10/2019	FRY1	Fundraising		£ 23.90	37,025.09		National Savings - PMUNS8420 Winter Fees	£ -	£23.90	30,947.11	£ -	£ 23.90	0.00
10		51a		10/10/2019	GAX3	Rent	£ 23.80		37,001.29		PO Credit - Fundraising Takings	£ 23.80	£0.00	30,923.31	0	0	23.80

											GENERAL ACCOUNT			FUNDRAISING ACCOUNT			
											Account: 65216512 00		Fundraising Account: 65216512 50				
											Opening Date: 01/09/19		Opening Date: 01/09/19				
											Opening Balance: 49,524.30		Opening Balance: 44,296.75		Opening Balance: 5,227.55		
MONTH	Notes	Gen Acc Ref	FR Acc Ref	Date	Budget Code	Budget Code Description	Amount Debit	Amount Credit	Balance	Income or cost category	Description of income or expense	Debit	Credit	Balance	Debit	Credit	Balance
1	Originally entered as GAX6 (Expenses)	160		3/1/2020	GAX1	Wages	£ 482.46		41,352.56		D Alves - Salary	£ 482.46	£0.00	33,235.29	0	0	3,263.25
1		161		3/1/2020	GAX1	Wages	£ 1,234.40		40,118.16		S Webster - Salary	£ 1,234.40	£0.00	32,000.89	0	0	3,263.25
1		162		3/1/2020	GAX1	Wages	£ 795.02		39,323.14		A Mayhew - Salary	£ 795.02	£0.00	31,205.87	0	0	3,263.25
1		163		3/1/2020	GAX1	Wages	£ 776.99		38,546.15		D Radford - Salary	£ 776.99	£0.00	30,428.88	0	0	3,263.25
1		164		3/1/2020	GAX1	Wages	£ 750.21		37,795.94		J Howard - Salary	£ 750.21	£0.00	29,678.67	0	0	3,263.25
1		153		3/1/2020	GAX2	Ni contributions	£ 197.52		37,598.42		HMRC	£ 197.52	£0.00	29,481.15	0	0	3,263.25
1		166		6/1/2020	GAX1	Wages	£ 407.88		37,190.54		Invoice 0817 - Heather Nunn	£ 407.88	£0.00	29,073.27	0	0	3,263.25
1		165		6/1/2020	GAX17	Fruit / Veg/snacks	£ 311.61		36,878.93		Invoice 35 - Paddock's Farm Shop	£ 311.61	£0.00	28,761.66	0	0	3,263.25
1		167		7/1/2020	GAX1	Wages	£ 121.03		36,757.90		Nest - Pension Plan	£ 121.03	£0.00	28,640.63	0	0	3,263.25
1		168		8/1/2020	GAY1	GAY1 - Fees*		£ 60.00	36,817.90		C Lardner - Spring Term	£ -	£60.00	28,700.63	0	0	3,263.25
1		169		8/1/2020	GAY1	GAY1 - Fees*		£ 48.00	36,865.90		A Pritchard - Spring Term	£ -	£48.00	28,748.63	0	0	3,263.25
1		170		8/1/2020	GAY1	GAY1 - Fees*		£ 90.00	36,955.90		G Rix - Spring Term	£ -	£90.00	28,838.63	0	0	3,263.25
1		171		9/1/2020	GAY1	GAY1 - Fees*		£ 208.00	37,163.90		J Soloman - Spring Term	£ -	£208.00	29,046.63	0	0	3,263.25
1		172		13/1/2020	GAY1	GAY1 - Fees*		£ 104.00	37,267.90		S Price - Spring Term	£ -	£104.00	29,150.63	0	0	3,263.25
1		173		14/1/2020	FRX1	Fundraising	£ 205.00		37,062.90		Tricky Twister Christmas Party Booking	£ -	£0.00	29,150.63	£ 205.00	£ -	3,058.25
1		174		16/1/2020	FRX1	Fundraising	£ 172.67		36,890.23		J Howard - Expenses	£ -	£0.00	29,150.63	£ 172.67	£ -	2,885.58
1		175		20/1/2020	GAY1	GAY1 - Fees*		£ 48.00	36,938.23		J Harraton - Spring Term	£ -	£48.00	29,198.63	0	0	2,885.58
1		178		21/1/2020	GAX14	Ducklings	£ 34.50		36,903.73		Little Tinkers Invoice 6	£ 34.50	£0.00	29,164.13	0	0	2,885.58
1		180		21/1/2020	GAX14	Ducklings	£ 19.90		36,883.83		L Tink - Expenses	£ 19.90	£0.00	29,144.23	0	0	2,885.58
1		176		21/1/2020	GAX6	Admin (expendibles)	£ 95.39		36,788.44		IN-5468655 - ESPO	£ 95.39	£0.00	29,048.84	0	0	2,885.58
1		177		21/1/2020	GAX9	Staff training	£ 50.00		36,738.44		2 x First Aid Training (Desposit)	£ 50.00	£0.00	28,998.84	0	0	2,885.58
1	179		21/1/2020	GAY1	GAY1 - Fees*		£ 10.00	36,748.44		I Samson - Spring Term	£ -	£10.00	29,008.84	0	0	2,885.58	
1	181		22/1/2020	GAY1	GAY1 - Fees*	£ 12.00		36,736.44		C Lardner - REFUND of overpayment	£ 12.00	£0.00	28,996.84	0	0	2,885.58	
1	182		23/1/2020	GAY1	GAY1 - Fees*		£ 7.00	36,743.44		I Samson - Spring Term	£ -	£7.00	29,003.84	0	0	2,885.58	
1	183		23/1/2020	GAY1	GAY1 - Fees*		£ 8.00	36,751.44		B Draper - Spring Term	£ -	£8.00	29,011.84	0	0	2,885.58	
1	184		23/1/2020	GAY1	GAY1 - Fees*		£ 64.00	36,815.44		T Price - Spring Term	£ -	£64.00	29,075.84	0	0	2,885.58	
1	185		23/1/2020	GAY1	GAY1 - Fees*		£ 72.00	36,887.44		P Munn - Spring Term	£ -	£72.00	29,147.84	0	0	2,885.58	
1	186		24/1/2020	GAX5	Admin (equipment)	£ 66.84		36,820.60		Plusnet - Mobile/Internet	£ 66.84	£0.00	29,081.00	0	0	2,885.58	
1	188		24/1/2020	GAY1	GAY1 - Fees*		£ 96.00	36,916.60		J Pigney - Spring Term	£ -	£96.00	29,177.00	0	0	2,885.58	
1	187		24/1/2020	GAY2	NCC Funding*		£ 649.20	37,565.80		NCC - Remittance 1405253	£ -	£649.20	29,826.20	0	0	2,885.58	
1	189		28/1/2020	GAX5	Admin (equipment)	£ 99.00		37,466.80		Nursery In A Box - Direct Debit	£ 99.00	£0.00	29,727.20	0	0	2,885.58	
1	190		29/1/2020	GAY1	GAY1 - Fees*		£ 96.00	37,562.80		J Bradley - Spring Term	£ -	£96.00	29,823.20	0	0	2,885.58	
1	191		30/1/2020	GAY1	GAY1 - Fees*		£ 8.00	37,570.80		F Watson - Spring Term	£ -	£8.00	29,831.20	0	0	2,885.58	
1	192		3/2/2020	GAY1	GAY1 - Fees*		£ 36.00	37,606.80		A Pritchard - Spring Term	£ -	£36.00	29,867.20	0	0	2,885.58	
2	193		3/2/2020	GAY1	GAY1 - Fees*		£ 36.00	37,642.80		C Lardner - Spring Term	£ -	£36.00	29,903.20	0	0	2,885.58	
2	194		3/2/2020	GAY1	GAY1 - Fees*		£ 18.00	37,660.80		B Draper - Spring Term	£ -	£18.00	29,921.20	0	0	2,885.58	
2	195		3/2/2020	GAX3	Rent	£ 606.91		37,053.89		Mulbarton Village Hall Rent	£ 606.91	£0.00	29,314.29	0	0	2,885.58	
2	196		4/2/2020	GAX14	Ducklings	£ 88.00		36,965.89		Mulbarton Scouts Hall Hire - Jan 2020	£ 88.00	£0.00	29,226.29	0	0	2,885.58	
2	197		4/2/2020	FRX1	Fundraising	£ 20.00		36,945.89		Mulbarton Village Hall Room Hire 14/02/2020	£ -	£0.00	29,226.29	£ 20.00	£ -	2,865.58	
2	198		5/2/2020	GAX1	Wages	£ 818.79		36,127.10		A Mayhew - Salary	£ 818.79	£0.00	28,407.50	0	0	2,865.58	
2	199		5/2/2020	GAX1	Wages	£ 938.96		35,188.14		D Radford - Salary	£ 938.96	£0.00	27,468.54	0	0	2,865.58	
2	200		5/2/2020	GAX1	Wages	£ 955.96		34,232.18		J Howard - Salary	£ 955.96	£0.00	26,512.58	0	0	2,865.58	
2	201		5/2/2020	GAX1	Wages	£ 1,641.84		32,590.34		S Webster - Salary	£ 1,641.84	£0.00	24,870.74	0	0	2,865.58	
2	202		5/2/2020	GAX1	Wages	£ 690.55		31,899.79		R Arthurs - Salary	£ 690.55	£0.00	24,180.19	0	0	2,865.58	
2	203		5/2/2020	GAX1	Wages	£ 578.95		31,320.84		D Alves - Salary	£ 578.95	£0.00	23,601.24	0	0	2,865.58	
2	204		5/2/2020	GAX2	Ni contributions	£ 527.88		30,792.96		HMRC	£ 527.88	£0.00	23,073.36	0	0	2,865.58	
2	205		5/2/2020	GAX1	Wages	£ 365.89		30,427.07		D Fiddeman - Salary	£ 365.89	£0.00	22,707.47	0	0	2,865.58	
2	206		5/2/2020	GAX1	Wages	£ 292.69		30,134.38		N Lee - Salary	£ 292.69	£0.00	22,414.78	0	0	2,865.58	
2	207		5/2/2020	GAX1	Wages	£ 68.97		30,065.41		K Blanch - Salary	£ 68.97	£0.00	22,345.81	0	0	2,865.58	
2	208		5/2/2020	GAY1	GAY1 - Fees*		£ 60.00	30,125.41		A Reeves - Spring Fees	£ -	£60.00	22,405.81	0	0	2,865.58	
2	209		5/2/2020	GAY1	GAY1 - Fees*		£ 78.00	30,203.41		S Price - Spring Term	£ -	£78.00	22,483.81	0	0	2,865.58	
2	210		6/2/2020	GAY1	GAY1 - Fees*		£ 54.00	30,257.41		P Munn - Spring Term	£ -	£54.00	22,537.81	0	0	2,865.58	
2	211																



MONTH	Notes	Opening Date: 01/09/19 Opening Balance: 49,524.30										GENERAL ACCOUNT			FUNDRAISING ACCOUNT		
		Gen Acc Ref	FR Acc Ref	Date	Budget Code	Budget Code Description	Amount Debit	Amount Credit	Balance	Income or cost category	Description of income or expense	Debit	Credit	Balance	Debit	Credit	Balance
6		320		09/06/20	GAY8	Ducklings		£ 330.82	45,903.08		Ducklings	£ -	£330.82	38,037.68	0	0	3,011.38
6		321		10/06/20	GAY9	Grants		£ 3,935.63	49,838.71		Furlough HMRC Grant	£ -	£3,935.63	41,973.31	0	0	3,011.38
6		322		24/06/20	GAX5	Admin (equipment)	£ 66.72		49,771.99		Plusnet - Mobile/Internet	£ 66.72	£0.00	41,906.59	0	0	3,011.38
6		323		29/06/20	GAX5	Admin (equipment)	£ 99.00		49,672.99		Nursery in A Box - Direct Debit	£ 99.00	£0.00	41,807.59	0	0	3,011.38
7		324		01/07/20	GAX3	Rent	£ 606.91		49,066.08		Mulbarton Village Hall Rent	£ 606.91	£0.00	41,200.68	0	0	3,011.38
7		325		02/07/20	GAX17	Fruit / Veg/snacks	£ 218.65		48,847.43		Paddock Farm - Fruit Orders	£ 218.65	£0.00	40,982.03	0	0	3,011.38
7		326		02/07/20	GAX6	Admin (expendibles)	£ 64.44		48,782.99		ESPO orders	£ 64.44	£0.00	40,917.59	0	0	3,011.38
7		327		02/07/20	GAX13	Miscellaneous	£ 19.20		48,763.79		Kenny's Shredding	£ 19.20	£0.00	40,898.39	0	0	3,011.38
7		328		03/07/20	GAX1	Wages	£ 350.99		48,412.80		D Alves - Salary	£ 350.99	£0.00	40,547.40	0	0	3,011.38
7		329		03/07/20	GAX1	Wages	£ 522.00		47,890.80		R Arthurs - Salary	£ 522.00	£0.00	40,025.40	0	0	3,011.38
7		330		03/07/20	GAX1	Wages	£ 633.54		47,257.26		J Howard - Salary	£ 633.54	£0.00	39,391.86	0	0	3,011.38
7		331		03/07/20	GAX1	Wages	£ 705.29		46,551.97		A Mayhew - Salary	£ 705.29	£0.00	38,686.57	0	0	3,011.38
7		332		03/07/20	GAX1	Wages	£ 1,266.03		45,285.94		S Webster - Salary (Incorrect Bank Details Stored)	£ 1,266.03	£0.00	37,420.54	0	0	3,011.38
7		333		03/07/20	GAX1	Wages	£ 277.61		45,008.33		D Fiddeman - Salary	£ 277.61	£0.00	37,142.93	0	0	3,011.38
7		334		03/07/20	GAX2	Ni contributions	£ 228.56		44,779.77		HMRC - PAYE	£ 228.56	£0.00	36,914.37	0	0	3,011.38
7		335		03/07/20	GAX1	Wages	£ 222.21		44,557.56		N Lee - Salary	£ 222.21	£0.00	36,692.16	0	0	3,011.38
7		336		03/07/20	GAX1	Wages	£ 822.62		43,734.94		D Radford - Salary	£ 822.62	£0.00	35,869.54	0	0	3,011.38
7		337		06/07/20	GAX1	Wages	£ 1,266.03		42,468.91		S Webster - Salary	£ 1,266.03	£0.00	34,603.51	0	0	3,011.38
7		338		06/07/20	GAX1	Wages		£ 1,266.03	43,734.94		S Webster - Salary (Bounce Back)	£ -	£1,266.03	35,869.54	0	0	3,011.38
7		339		06/07/20	GAY2	NCC Funding*		£ 2,710.00	46,444.94		NCC Funding	£ -	£2,710.00	38,579.54	0	0	3,011.38
7		340		07/07/20	GAX1	Wages	£ 110.88		46,334.06		Nest - Pension Plan	£ 110.88	£0.00	38,468.66	0	0	3,011.38
7		341		10/07/20	GAY9	Grants		£ 791.41	47,125.47		HMRC - Furlough Payment	£	£791.41	39,260.07	0	0	3,011.38
7		342		14/07/20	GAX1	Wages	£ 80.52		47,044.95		Heather Nunn - July Invoice	£ 80.52	£0.00	39,179.55	0	0	3,011.38
7		343		20/07/20	GAX6	Admin (expendibles)	£ 7.00		47,037.95		R Arthurs - Expenses	£ 7.00	£0.00	39,172.55	0	0	3,011.38
7		344		20/07/20	GAX6	Admin (expendibles)	£ 52.25		46,985.70		A Mayhew - Expenses	£ 52.25	£0.00	39,120.30	0	0	3,011.38
7		345		20/07/20	GAX6	Admin (expendibles)	£ 36.02		46,949.68		A Mayhew - Expenses	£ 36.02	£0.00	39,084.28	0	0	3,011.38
7		346		21/07/20	FRY1	Fundraising		£ 50.00	46,999.68		Mulbarton Village Hall Donation	£ -	£0.00	39,084.28	£ -	£ 50.00	3,061.38
7		347		24/07/20	GAX5	Admin (equipment)	£ 66.60		46,933.08		Plusnet - Mobile/Internet	£ 66.60	£0.00	39,017.68	0	0	3,061.38
7		348		27/07/20	GAX6	Admin (expendibles)	£ 390.83		46,542.25		S Webster - Expenses	£ 390.83	£0.00	38,626.85	0	0	3,061.38
7		349		27/07/20	GAX6	Admin (expendibles)	£ 9.56		46,532.69		J Howard - Expenses	£ 9.56	£0.00	38,617.29	0	0	3,061.38
7		350		28/07/20	GAX5	Admin (equipment)	£ 99.00		46,433.69		Nursery in A Box - Direct Debit	£ 99.00	£0.00	38,518.29	0	0	3,061.38
8		351		03/08/20	GAX3	Rent	£ 606.91		45,826.78		Mulbarton Village Hall - Rent	£ 606.91	£0.00	37,911.38	0	0	3,061.38
8		352		05/08/20	GAX1	Wages	£ 1,266.03		44,560.75		S Webster - Salary	£ 1,266.03	£0.00	36,645.35	0	0	3,061.38
8		353		05/08/20	GAX1	Wages	£ 982.13		43,578.62		D Radford - Salary	£ 982.13	£0.00	35,663.22	0	0	3,061.38
8		354		05/08/20	GAX1	Wages	£ 705.29		42,873.33		A Mayhew - Salary	£ 705.29	£0.00	34,957.93	0	0	3,061.38
8		355		05/08/20	GAX1	Wages	£ 633.54		42,239.79		J Howard - Salary	£ 633.54	£0.00	34,324.39	0	0	3,061.38
8		356		05/08/20	GAX1	Wages	£ 555.03		41,684.76		R Arthurs - Salary	£ 555.03	£0.00	33,769.36	0	0	3,061.38
8		357		05/08/20	GAX1	Wages	£ 473.07		41,211.69		D Alves - Salary	£ 473.07	£0.00	33,296.29	0	0	3,061.38
8		358		05/08/20	GAX1	Wages	£ 277.61		40,934.08		D Fiddeman - Salary	£ 277.61	£0.00	33,018.68	0	0	3,061.38
8		359		05/08/20	GAX1	Wages	£ 222.01		40,712.07		N Lee - Salary	£ 222.01	£0.00	32,796.67	0	0	3,061.38
8		360		07/08/20	GAY2	NCC Funding*		£ 4,235.26	44,947.33		NCC Grant Payment	£ -	£4,235.26	37,031.93	0	0	3,061.38
8		361		10/08/20	GAX1	Wages	£ 124.16		44,823.17		Nest Pension Plan	£ 124.16	£0.00	36,907.77	0	0	3,061.38
8		362		11/08/20	GAX1	Wages	£ 137.70		44,685.47		Heather Nunn Invoice	£ 137.70	£0.00	36,770.07	0	0	3,061.38
8		363		11/08/20	GAX6	Admin (expendibles)	£ 48.00		44,637.47		Aldous & Saunders Invoice	£ 48.00	£0.00	36,722.07	0	0	3,061.38
8		364		12/08/20	GAX1	Wages		£ 791.41	45,428.88		Furlough HMRC Grant	£ -	£791.41	37,513.48	0	0	3,061.38
8		365		24/08/20	GAX13	Miscellaneous	£ 1,895.44		43,533.44		Transfer to Fundraising	£ 1,895.44	£0.00	35,618.04	0	0	3,061.38
8			3	24/08/20	FRY1	Fundraising		£ 1,895.44	45,428.88		Transfer from General Account	£ -	£0.00	35,618.04	£ -	£ 1,895.44	4,956.82
8		368		24/08/20	GAX5	Admin (equipment)	£ 66.72		45,362.16		Plusnet - Mobile/Internet	£ 66.72	£0.00	35,551.32	0	0	4,956.82
8		369		28/08/20	GAX5	Admin (equipment)	£ 99.00		45,263.16		Nursery in A Box - Direct Debit	£ 99.00	£0.00	35,452.32	0	0	4,956.82
1		370							45,263.16			£ -	£ -	35,452.32	0	0	4,956.82

£ 95,893.85 £ 91,632.71 £ 45,263.16

94,138.29 85,293.86 35,452.32 1,755.56 6,338.85 4,956.82

Balance B/fwd	£ 49,524.30
Debits	£ 95,893.85
Credits	£ 91,632.71
Total Mastersheet	£ 45,263.16
General Acc as at 31.08.20	£ 37,397.76
F/R Acc as at 31.08.20	£ 7,915.40
Total Bank A/C	£ 45,313.16

50.00 Discrepancy to be investigated. Suspected payment in FR account not accounted for

Puddleducks Community Playgroup  
Jubilee Hall  
Mulbarton Village Hall  
The Common  
Mulbarton  
Norfolk  
NR14 8AE

**Ref: Examination of Puddleducks Community Playgroup Accounts**

To the Trustees,

As the charity trustees of the Trust, you are responsible for the preparation and filing of the accounts in accordance with the requirements of the Charities Act 2011.

I have completed my examination of the accounts, for year ended 31<sup>st</sup> August 2020, and can confirm that no material matters have come to my attention.

Yours Sincerely



Tracey Aldous MIP FMAAT  
Partner  
Aldous & Saunders Accountants and Business Advisors  
[tracey@aldous-saunders.co.uk](mailto:tracey@aldous-saunders.co.uk)





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

PUDDLE DUCKS COMMUNITY PLAYGROUND

On accounts for the year  
ended

31<sup>ST</sup> AUGUST 2020.

Charity no  
(if any)

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

TRACEY ALDOUS

Date:

16/03/2021

Name:

TRACEY ALDOUS

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

FMAAT

Address:

ALDOUS & SAUNDERS ACCOUNTANTS  
VANQUISH HOUSE, WELLESLEY ROAD,  
THARSTON, NORFOLK, NR15 2PD.



**Section B****Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

N/A  
(0000)