

Chair of Committee's report for Saplings Pre School

Charity No, 1038172

Financial Year 1st September 2019 to 31st August 2020

Autumn/Winter 2019

Following what seems to be a trend, the months between September and December were quiet, but there was at least some interest from new families and it looked as if from the Spring Term we would at least break-even. Sadly, as a result of their dwindling pupil numbers, the local schools held open days to which they invited our Nursery cohort, and actively encouraged them to transfer to them after Christmas. We found that we were to lose three children who between them attended our setting for a total of 55 hours, a loss of income of £275.00 per week, which changed the financial outlook to a negative again.

In an attempt to bring in some additional business we went to work on our Website and social Media, ensuring that pictures of our lovely activities were posted regularly. This had the desired result and we received several enquiries through the Website.

Spring Term 2020

As we began to settle new children into Pre School, worrying news began to filter through from China about the Corona virus, by half term, most of the staff had gone down with a nasty flu, and as everyone on the team has an elderly parent or a family member with a serious health condition, we began to think seriously about what we could do to stop the spread of germs in general in the setting. The children helped make a display board about Germs and how to stop them making us poorly, they learned new songs about washing their hands and began to think in earnest about covering their nose and mouth when they coughed and sneezed. Protective equipment and antibacterial products were bought and put into use and a new cleaning regime introduced.

Sadly, within weeks, the situation had deteriorated so badly that all settings and indeed the Country were put into Lockdown. While the children were generally relaxed about the closure, parents were more concerned. As a team we prepared 'Craft Packs' which included paper, glue, sequins and decorations for each child and offered parents the choice of toys and resources they thought would help fill the hours at home. Families were invited to attend the setting individually to borrow books and games, returned resources were put into quarantine to avoid cross contamination. Families without access to outside space in which to play were offered the use of the pre school garden and outside equipment, as long as they kept to the 'No mixing of households' rule.

Financially, the setting took another hit as many of our children were fee paying and obviously were not being charged during the closure, the Scout Committee very kindly said we did not have to pay rent and the Chancellors Job Retention Scheme, once we worked out the very complex rules, enabled us to Furlough some of the staff. This reduced our losses to the point where we could say with some confidence that we would be able to re-open after the Lockdown

Summer Term

In June we re-opened for our NHS and Front-line parents, and two of the special needs children who were struggling with being cooped up at home. The small number of children and lovely weather meant that staff were able to feel safe, parents were able to continue working and children were able to play with others. The income for the term did nothing to fill the growing hole in our finances but did make us feel that there would be a life after Corona Virus.

Outlook going forward

We made a loss of approximately £16,000 for the financial year, which is a huge disappointment, it is unlikely that we will recoup the loss particularly in the short term as the cohort for September includes children three children with fairly complex special needs, each one will require personal supervision and this reduces the number of children we will be able to safely manage. Additionally, in view of the continuing Covid 19 situation, we feel that smaller class numbers will be safer for all concerned. The staff continue to give the children the best experiences and provide activities that inspire them to explore and investigate, we continue to be upbeat and are determined to continue providing good quality childcare for the next couple of years at least.

TREASURERS REPORT TO THE COMMITTEE OF SAPLINGS PRE SCHOOL

HELD ON 23RD MARCH 2020 BY ZOOM

CHARITY NUMBER 1038172

Position at the end of Fiscal Year 1st September 2019 – 31st August 2020

Figure brought forward from 31st August 2019 £ 95,612.49

Total income for the year £ 42,789.55

A total of £138,402.04

Of which sum was held for Petty Cash £ 1395.50

Total amount banked £ 41,394.05

Total expenditure for the year £ 56,738.30

Balance in Petty Cash £ 721.77

Balance at Bank as of 31st August 2020 £ 80,268.24

These figures were provided by our Book Keeper Carolyn Iazard and the accounts verified by our Independent Accounts Manager Mrs Jackie Nixon

Signed

Mrs Samantha Springle Chair of Committee

Mrs Carolyn Iazard Book-Keeper

Mrs Alison Mead Setting Manager

Mrs Jackie Nixon, Independent Accounts Manager



Income and Expenditure for the Financial Year September 2019 - August 2020

Brought Forward Amount

95612.49

| Month | Cash | Credit Transfers | Cheques | JRS | Wages | HMRC | Rent | Visa | Internet | Other | Total |
|-----------|--------|------------------|---------|---------------|---------|---------|---------|--------|----------|---------|---------|
| September | | 4694.41 | | | 3677.67 | 379.84 | 0.00 | 167.21 | 29.71 | 5.00 | 4259.43 |
| October | 497.00 | 4834.00 | | | 3731.79 | 1089.52 | 587.50 | 430.77 | 32.34 | 123.80 | 5995.72 |
| November | | 388.00 | | | 3753.19 | 384.92 | 713.00 | 362.47 | 30.26 | 75.00 | 5318.84 |
| December | 443.50 | 1959.35 | | | 3602.01 | 374.29 | 466.50 | 660.49 | 30.26 | 5.00 | 5138.55 |
| January | | 5846.73 | | | 3442.30 | 374.49 | 0.00 | 245.02 | 29.71 | 5.00 | 4096.52 |
| February | 387.00 | 1318.00 | | Inc in Credit | 3370.58 | 373.12 | 1128.00 | 402.19 | 29.71 | 5.00 | 5308.60 |
| March | 68.00 | 4135.58 | | Transfers | 3386.48 | 367.58 | 453.75 | 219.72 | 29.71 | 5.00 | 4462.24 |
| April | | 3153.46 | 52.00 | | 3344.77 | 0.00 | 0.00 | 297.82 | 14.00 | 5.00 | 3661.59 |
| May | | 6876.19 | | 1228.87 | 3491.66 | 346.96 | 447.00 | 72.73 | 14.60 | 86.00 | 4458.95 |
| June | | 2546.33 | | 1307.33 | 3558.08 | 399.92 | 0.00 | 635.82 | 14.00 | 548.68 | 5156.50 |
| July | | 2746.00 | | 1507.00 | 3514.76 | 375.16 | 0.00 | 291.71 | 14.54 | 152.88 | 4349.05 |
| August | | 2844.00 | | 1507.00 | 3406.78 | 749.36 | 0.00 | 249.17 | 14.00 | 113.000 | 4532.31 |

Totals

1395.50

41342.05

52.00

42789.55

42280.07

5215.16

3795.75

4035.12

282.84

1129.36

56738.30

Petty Cash

IHMRC figure ncludes 709.68

138402.04

Unpaid from earlier year