

Eastwood Community Playgroup Association

Registered Charity No. 1023369
OFSTED Registration
EY310444 / EZ119473 / EY555930
EYA Membership No. 27242

Eastwood Community Nursery
The Len Forge Centre

Eastwood Community Pre-School
Eastwood Community Centre

Eastwood Community Early Years
Edwards Hall School

TRUSTEES' REPORT

1st September 2020 to 31st August 2021

Charity Aims

The provision of sessional or full-day care and educational facilities across three Settings serving the community of Eastwood and the immediate surrounding areas for children from the age of two years up to acceptance in Reception Classes at Local Schools.

Charity Structure & Governance

Pre-School Learning Alliance Model Pre-School Constitution adopted in 2011.
Governing Committee comprises Trustees and Parent Members
Settings have an Ofsted rating of GOOD.

Charity Trustees

Jessica White (Chair) Robert Pickup (Secretary/Treasurer) Susan Bishop

Committee

Aimee Holohan, Sarah Wheddon, Stevie Barker

Source of Income

Grant of Funding from Southend Borough Council under the Nursery Education Scheme in respect of children of Families who qualify for state funding for early years learning. Fee Income from Families of children who attend our Settings for periods in excess of the state funding allowance and/or from Families of children who attend who do not qualify for state funding.

General Fund Raising from Parties and Events and Miscellaneous Donations

Current Position

Our operations during 2020-21 continued to be affected by the Covid 19 Pandemic and the various restrictions that were imposed. Whilst Early Years Practitioners retained their designation as Key Workers and our Settings remained open, there was an initial reluctance on the part of parents for their children to attend when Schools reopened in September. However, with continuing financial support from the Local Authority in relation to Funded Children there were sufficient enrolments and attendances to enable us to keep all three Settings open during

the November 2020 and January 2021 Lockdowns although we again experienced a slow return of children after the Christmas and New Year holidays.

ECPA provide the normal full day, morning and/or afternoon sessions and include Early Start at Nursery. Early Years provide Breakfast and After School Clubs which are also attended by school-age children. Whilst Holiday Club Sessions had previously been suspended, these resumed for the October and February Half-Terms, Easter, May Half-Term and Summer Holidays with a gradual increase in numbers for each Session.

We again consulted with our Staff as to who would be available to work during the periods of Lockdown and introduced a rota which would allow flexibility for our operations to respond to the changing pattern of attendances by the children. The resumption of Holiday Club allowed Staff to elect to work additional hours to support their income. The Trustees are extremely grateful for the commitment made by our staff during these most difficult of times and we are pleased and relieved to report that none of our Staff had to self-isolate or contracted the disease. However, it was necessary to close Early Years for the first week of July due to a outside worker who was undertaking Work Experience testing positive. Fortunately all possible contacts tested negative and the Setting was subjected to a deep clean prior to the return for the last two weeks of Term.

The total number of children enrolled in September 2020 was 119 across our three Settings, a reduction of 30 (20%) from the end of the previous Summer Term. Numbers at each Setting increased during the year with enrolments reaching 135 by January 2021 and 165 by the end of term in July 2021 an increase of 38% from the start of the Autumn Term but a reduction of 19 (10%) on the previous year. Breakfast and After School Clubs had a slow take up in September 2020 with only 50 enrolments which following the two Lockdowns had reduced to 39 by Easter 2021. Summer Term saw a return of demand and enrolments increased to 70 by the end of that Term

Lockdowns, reduced enrolments of Funded Children and the temporary withdrawal of children has resulted in our Income reducing by £43,500 whereas our Expenditure only reduced by £17,300. We have again been required to refund Fees for children of Fee-Paying Parents who withdrew their children or credit forward to the 2021 Autumn Term. This negative position has been offset to a degree by the decision of the DfE that Funding would still be paid to Providers and the reduced hours worked by our staff resulted in a saving on Wages and related costs. Notwithstanding the negative impact of the Covid 19 Pandemic, careful management planning has resulted in the year producing a surplus which has allowed us to increase our Operational Reserve that will be required to support the initial reduction of income during the Autumn Term due to the aforementioned Fee Credits being carried-forward. We have also been able to add to the Contingency Fund which has been designated for general improvements to our Settings.

ECPA has been fortunate that Pre-Covid we received good support from Families for parties, photo purchases and general fundraising activities. However, we were unable to hold our usual Christmas and Easter Fayres or Summer Fun Day as attendances would have been prohibited or restricted due to the Covid regulations and guidance in place at those times. Our usual End of

Term Parties have not been possible although small celebrations were arranged to acknowledge those children who were leaving at the end of Summer Term.

Whilst 2020-21 has again presented major challenges, the Trustees are very proud of the way in which Management and Staff have responded. Each Setting offers slightly different amenities built around the core care and learning of the EYFS requirements. The children enjoy the opportunity to develop their skills in the care of dedicated staff who seek to fully utilise the different amenities available at our Settings. The reintroduction of Forest School with children traveling off-site to experience an outdoor environment has proved very popular and has contributed to their development.

The Future

Initial indications are that with the current trend of Covid infections and deaths increasing, Providers of Early Years Care and Learning could still face an uncertain future. Whilst the Government maintain that it is hoped that Lockdowns will be avoided, there are some reports of parents being reluctant for their children to return to Pre-School Settings. Our provisional September 2021 overall enrolment numbers tend to support this as we are 20% down in comparison to July 2021 but it is entirely possible that the end of Furlough during the Autumn Term may result in a gradual increase of enrolments.

However, our ability to offer Nursery Care for 2 year-olds with a flexible approach to opening hours, the provision of Breakfast and After School Clubs and the reintroduction of Forest School, will hopefully place us in a position to attract sufficient children to our Settings. The challenge is to ensure that attendances do not drift down to a level that endangers the financial viability of the Settings. ECPA continue to work closely with the Local Authority who utilise our ability to provide support for short-term placements for children and for those with particular care or learning requirements.

Whilst developments of commercial and residential properties around Southend Airport continues, the withdrawal of Easy Jet and now the announcement that Ryan Air will cease operations in November 2021 will undoubtedly have an impact on the local economy. That said, new houses continue to be built and sold and the Local Authorities have issued plans for further developments to take place around our area. Our proximity to these developments, the flexible services we can offer and our reputation with the Local Authority and Families, should help us to maintain our position as one of the first choices for early learning in Eastwood and the immediate surrounding districts.


Jessica White Chair of Trustees

Date 17th Sept 2021.

Independent Examiner's Report to the Trustees of Eastwood Community Playgroup Association

I report on the accounts of the Charity for the year ended 31st August 2021.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as trustees concerning any such matters. The procedures undertaken do not provide 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:

- which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met; nor
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Changrez Khan FCCA
569 London Road
Westcliff on Sea
SS0 9PQ
26 November 2021


26/11/2021

EASTWOOD COMMUNITY PLAYGROUP ASSOCIATION

Registered Charity 1023369

OFSTED Registration EZ119473 EY310444 EY555930

Income & Expenditure Account**Year Ended 31 August 2021**

	2021	2021	2020	2020
	£	£	£	£
INCOME				
Fees - SBC Funded	378,661.04		428,337.64	
Fees - non-funded	82,846.45		90,559.37	
Fees - Extra sessions	1,499.00		1,652.50	
Fees - Lunch Club/snack	191.25		2,993.85	
Uniforms Surplus / (Deficit) on Sales	- 624.23		-312.94	
Trips - Barleylands	0.00		2,618.00	
Parties - Xmas	0.00		772.50	
Parties - Summer Party	530.00		0.00	
Fund Raising - Photo Commissions	269.20		1,850.00	
Fund Raising - Xmas Fayre	0.00		0.00	
Fund Raising - May Games Night	0.00		0.00	
Fund Raising - Spring Fayre	0.00		280.00	
Fund Raising - Fun Day	0.00		0.00	
Donations	252.55		370.18	
Bank Interest	43.85		731.42	
Total Income		463,669.11		529,852.52
EXPENDITURE				
Staff Costs - Wages	302,827.92		319,488.11	
Staff Costs - HMRC/MC	29,180.38		26,344.50	
Staff Costs - Pensions	13,485.26		14,494.67	
Staff Costs - Training	1,201.60		2,000.00	
Staff Costs - Payroll	1,260.00		1,300.00	
Premises - Rent	37,575.10		32,012.85	
Premises - Telephone	1,857.82		1,749.36	
Premises - Gardens / Building Maintenance	338.87		5,600.68	
Premises EY Alliance Insurance	2,246.65		2,236.49	
Premises - Waste	910.88		585.20	
Food Purchase - Kitchen/Snacks	4,469.24		5,605.62	
Food Purchase - Miscellaneous Food	0.00		531.43	
Operating Costs - Office	2,186.56		2,118.34	
Operating Costs - Site Set-up Costs	2,764.20		3,602.25	
Operating Costs - Arts/crafts	730.75		1,123.20	
Operating Costs - Equipment	8,951.68		8,798.16	
Operating Costs - Equipment Insurance	257.76		328.51	
Operating Costs - Consumables	3,251.86		3,161.41	
Operating Costs - Fees & Charges	0.00		88.57	
Operating Costs - Mini bus	1,369.68		1,141.77	
Operatulg Costs - Website	869.26		347.50	
Independent Accounts Examiner Fee	2,400.00		1,650.00	
Advertising	40.00		29.00	
Ofsted Registration Fees	525.00		85.00	
Data Protection	35.00		35.00	
EY Alliance Fee	191.25		170.40	
Out School Alliance Fees	0.00		35.00	
Misc. Expenses - Gifts & Refreshments	560.06		35.16	
Fund Raising - Photos	0.00		1,358.00	
Fund Raising - Fun Day	0.00		570.00	
Fund Raising - Spring Fayre	0.00		312.43	
Sundry	78.45		85.36	
Trips - Barleylands	0.00		2,509.39	
Trips - Forest School	0.00		700.00	
Parties- Summer	509.87		655.93	
Total Expenditure		420,075.10		440,889.29
Surplus/(Deficit) for the year		43,594.01		88,963.23

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Balance Sheet

As on 31 August 2021

Current Assets	2021	2020
	£	£
Debtors	7,023.31	13,023.00
Uniform Stock	394.40	997.81
Cash at Bank	242,972.02	192,422.51
Cash in Hand	520.15	14.93
	250,909.88	206,458.25
Current Liabilities		
Creditors	3,795.15	2,937.53
Reserves		
Balance Brought Forward	203,520.72	114,557.49
Suplus in the Year	43,594.01	88,963.23
	250,909.88	206,458.25



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Note to the Accounts

As on 31 August 2021

	2021	2020
	£	£
Debtors		
Outstanding Fee as August 31, 2021*	5,642.61	12,512.00
Receipts in Bank related to Y/E August 31, 2020 received after the date	1,380.70	511.00
	7,023.31	13,023.00

* This is treated as Fee Income for the Y/E
August 31, 2021

Cash at Bank

Checking Account	42,226.58	26,510.46
Reserve Account	115,745.44	165,731.42
Monmouthshire Building Society Account	85,000.00	0.00
Pocket Card Balance	0.00	180.63
	242,972.02	192,422.51

Creditors

Payments in Bank related to Y/E August 31, 2021 paid after the date	1,395.15	1,287.53
Independent Examiner Fee*	2,400.00	1,650.00
	3,795.15	2,937.53

* This is treated as Expense for the Y/E August
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Independent Examiner's Report to the Trustees of Eastwood Community Playgroup Association

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