Drumoak and Durris Playgroup

Treasurer's Annual Report to Committee 2025/2026

1. Financial Year 2025/2026

1.1. Reserves

As at 31 May 2026, the playgroup held unrestricted funds of £1,358.95 in the deposit account and £6,490.83 in the savings account (held for contingency purposes).

The reserves are held for the playgroup to secure larger resources, equipment and activities, as well as covering any future anticipated deficits.

The 2025/2026 Annual Report and Accounts have been approved by the Trustees and signed on their behalf.

1.2. Receipts and Payments (year end 31 May)

Receipts	2025/2026	2024/2025	Difference to previous year	Notes
Fees	£ 6,379.20	£ 9,746.90	£ (3,367.70)	Terms 1-4 Fees Billed 25/26 = £6,409 vs 24/25 = £9,127. Reduction of £2,718. Payment timing differences of £46.
Fundraising	£ 295.00	£ 1,149.00	£ (854.00)	£100 was raised as part of the Christmas photograph fundraiser and £195 from the Easter Raffle.

Grants & Donations	£ 1,125.00	£ 1,400.19	£ (275.19)	In 25/26, £1,125 was received from Groundsworks UK
Bank interest	£ 39.66	£ 67.40	£ (27.74)	
Trips	£ 0.00	£ 0.00	£ 0.00	
Other	£ 0.00	£ 0.00	£ 0.00	
TOTAL RECEIPTS	**£ 7,838.86**	**£12,363.49**	**£ (4,524.63)**	See above

Payments	**2025/2026**	**2024/2025**	**Difference to previous year**	**Notes**
Staff wages	£10,745.39	£ 9,381.14	£ 1,364.25	See Note 1 below
Premises	£ 498.82	£ 3,435.99	£ (2,937.17)	Rent invoice was received and paid post year end. Costs include annual insurance the purchase of a new vacuum for the premises.
Play equipment and resources	£ 508.79	£ 856.27	£ (347.48)	
Food and drink	£ 280.00	£ 240.00	£ 40.00	Playgroup Snacks
Committee expenses	£ 46.95	£ 11.50	£ 35.45	Costs relate to leaving gift for staff member
Staff expenses	£ 114.20	£ 334.48	£ (220.28)	Costs include safeguarding courses and PVGs for new staff members.

Fundraising expenses	£ 0.00	£ 60.00	£ (60.00)	
Tax	£ 0.00	£ 0.00	£ 0.00	
Other	£ 1.88	£ 41.75	£ 39.87	
Total Payments	**£12,196.03**	**£14,361.13**	**£ (2,165.10)**	

Note 1: Both the Toddlers and Creche groups were in full operation during the year. Increase due to minimum wage uplift effective 1st April. See Staff Wages below.

All funds are unrestricted.

	2025/2026	**2024/2025**
(Underpayment)/Excess of receipts over payments	£ (4,357.17)	£ (1,997.64)

1.3. Bank and Deposit Balances

	2024/2025	**2024/2025**	**Movement in year**
Bank and deposit balances brought forward	£12,206.95	£14,204.59	
Movement in year:	£ (4,357.17)	£ (1,997.64)	

Total of Deposit and Savings account balances as at 31 May 2026: £7,849.78.

Staff Wages

The minimum wage was increased to £12.71 in April 2026. In order to comply with the minimum wage legislation the basic rate for the Play Leader was increased from £12.31 to £12.81 and the Play Assistant role was increased from £12.21 to £12.71, this change was effective from April 2026.

The current rates of pay are:

	Basic	Creche
Play Leader	£12.81	£13.31
Play Assistant	£12.71	£13.06

2. Contingency

The Committee continues to follow the advice received from Sheila Lanning of SPPA (dated 1 May 2013) with regards to the amount of money which is held by the Playgroup for contingency purposes. These contingency funds are held in a separate account and are not used to cover the day-to-day running costs; the purpose of these funds is to cover essential running costs and an allowance for Statutory Redundancy Pay as well as any unforeseen future expenses. The current balance in this account is £6,490.83.

Contingency calculation for 2025/2026 (based on 6 months' essential running costs):

Expense	**Amount**
Staff wages (see Note 2)	£4,500.00
Premises/insurance	£1,500.00
Petty cash (including craft)	£ 315.00
Total	£6,315.00
As at May 26	£6,490.83

The balance in the savings account of £6,490.83 includes £1,157.48 transferred from the deposit account in October 2023. The main reason for this transfer was to cover rent costs now being charged by the local council. The committee approval for this was given in the 22/23 signed Treasurer's Report. These contingency calculations should continue to be reviewed annually. Funds were utilised from this account post year end to cover rent costs and wages costs due to a short fall in fees during the period June - September 2026 where fees resumed at the start of the school term.

Note 2: staff wages calculated on the assumption that two members of staff (Play Leader and one Play Assistant) are employed.

Annual Report reviewed and accepted by:

Chairperson:		Harriet Cole	Date: 30.10.2026
Treasurer:		Lauren Campion	Date: 30.10.2026