

Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day 01	Month 09	Year 2021	To	Day 31	Month 08	Year 2022

Section A Reference and administration details

Charity name NORTON PRE-SCHOOL

Other names charity is known by

Registered charity number (if any) 1020883

Charity's principal address HONEYWOOD CORNER,

IXWORTH ROAD

NORTON

Postcode

IP31 3LE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Burt	Chairperson		
2	Sophie Vinyard	Treasurer		
3	Harriet Riley	Secretary		
4	Lucy Edwards			
5	Sarah Neave			
6	Catherine Rossiter			
7	Jonathan Reed			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(eg trust deed, constitution)</i>	PLA Model Constitution 2011
How the charity is constituted <i>(eg trust, association, company)</i>	TRUST
Trustee selection methods <i>(eg appointed by, elected by)</i>	ELECTED AT AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To enhance development and education of children of pre-school age, by providing play, education and care facilities, family learning and extended hours, involving parents and offering opportunities regardless of race, religion, culture, means or ability.

We provide outreach for parents and carers within a rural community.
We offer community involvement in activities and fundraising events.
We also promote awareness of other organisations and charities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

We have slowly started to build our income up again since the Covid-19 pandemic, numbers have remained positive and continue to rise.

We have started to pay back our Bounce Back loan which was obtained during the pandemic to help to maintain a secure and stable financial position. We also received some money through the Community Re-Start Funding Grant to help the pre-school stay solvent during this time.

The fundraising for a new building is still ongoing and we continue to fundraise to boost our increasing amount towards our goal.

Our Breakfast Club and After School Club have moved back into the pre-school setting after temporarily moving to the primary school during the pandemic and children are now settling back into their original setting.

We remain hopeful that the pre-school will continue to increase numbers over the coming year.

Summary of the main achievements of the charity during the year

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Section E

Financial review

Brief statement of the charity's policy on reserves

Our reserve funds are held in our current account and are to be used to aid the pre-school as and when needed. The committee intends to open a new, separate account to hold our reserve funds as soon as possible.

Details of any funds materially in deficit

NONE

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

ANDREW BURT

Position (eg Secretary, Chair, etc)

Chair

Date

18-5-2023

NORTON PRE SCHOOL
Receipts Payment Accounts
September 2021 to August 2022

RECEIPTS (GROSS INCOME)		2022	2021	2020	2019
Funding	Early Years Funding (SCC)	72,945	55,706	65,931	75,178
	Early Years Pupil Premium (EYPP)	111	970	511	1,250
	High Tariff Funding	0	450	0	0
Fees, subscriptions & Donations	Pre-school fees	19,534	7,213	9,413	10,462
	Out of School fees	46,831	23,292	32,574	51,497
	Holiday Club	3,448	0	1,925	5,875
Grants	Job Retention Scheme (Gov Furlough)	0	9,053	12,565	
	Discretionary Grant (local authority)	0	0	5,000	
	Tesco Grant	0	0	500	
	Emerging Needs Grant (local authority)	0	2,000		
	Locality Award (local authority)	1,480			
	Community Restart Grant (local authority)	2,500	0		
Fundraising event proceeds	Fundraising	1,163	36	1,823	4,179
	Expenses	0	0	0	0
	Commission	286	134	210	239
	Donations to other Charities	15	0	5	9
	Grants	900	800	650	500
	Donations	700	2,900	55	52
Classroom	Educational trips fees	0	0	4	120
	T shirt sales	176	18	66	285
Staff	Training refunded	600	0	297	135
	Apprentice Payment	500	0	500	500
Other receipts	Miscellaneous	106	26	34	298
	Wages SSP Grant - HMRC	96			
	Bank charges written back	0	0	0	0
	Monies written back	0	0	0	0
	Transfer from CAF account	0	0	0	20,186
Business Loans	Santander Bounce Back Loan	0	43,000		
Investment income	CAF Account transfer from C/A	0	0	0	0
	CAF60 Account transfer from C/A	1,083	3,895	1,620	3,954
	Interest on CAF Account	0	0	0	17
	Interest on CAF60 Account	59	127	115	82
TOTAL RECEIPTS		152,533	149,620	133,798	174,818
PAYMENTS (TOTAL EXPENDITURE)		2022	2021	2020	2019
Wages	Staff Wages, PAYE, NI & PENSION	124,383	95,289	113,455	112,980
	Sage One Software Fees/Accountant	666	938	888	521
Staff Costs	Training	1,446	44	747	1,043
	Staff Uniform	327	412	444	395
Fees	Refund of Fees	73	149	1,275	27
Premises	Rent (pre-school)	0	0	0	0
	Rent (out of school)	0	1,126		
Insurance & Membership	Insurance	1,184	1,142	1,134	1,119
	Affiliation Fees	139	174	139	186
Utilities	Telephone & Broadband	483	497	525	860
	Mobile Phone	0	24	0	0
	Electricity	2,478	1,934	2,223	3,246
	Water Rates	611	486	304	542
Maintenance	Refuse Collection	726	731	419	680
	Cleaner	0	0	0	505
	Hygiene and Cleaning	2,431	125	1,723	1,706
	Building Renewals & repairs	713	23	6,771	882
	Ground maintenance	544	803	2,456	100
	Equipment R and R	817	122	877	511
	Fire	72	162	67	126
	PAT Testing	0	109	236	122
	Rentokil	413	386	362	338
Educational supplies	Craft & development materials	547	706	693	1,324
	Toys and Books	4	84	37	178
	Educational trips	0	0	4	295
	T Shirt costs	147	240	143	502
	Snacks	1,626	382	1,559	2,502
Out of Schools	ASC Spending	201	293	124	146
Administration	Postage & stationery	1,017	922	775	1,627
Computer System	Famly App	2,146	0	1,073	
Fundraising events costs	Fundraising costs	388	816	591	1,559
	Committee expenses	66	6	6	0
	Donations to Other Charities	15	0	5	9
	Grants	0	303	0	169
Other payments	Transfer of funds to CAF Account	0	0	0	0
	Transfer of funds to CAF60 Account	1,083	3,895	1,620	3,954
	Transfer of Funds to C/A from CAF	0	0	0	20,186
	Business Loan	8,785			
	Advertising & Marketing	173	146	12	112
	Miscellaneous expenses	69	0	13	200
	Gifts	42	331	164	198
	Bank Charges	0	0	0	0
	Team Building	67	35	29	218
Funding	EY Additional Needs Funding (SEND)	0	946	0	0
	Early Years Pupil Premium (EYPP)	207	1,390	429	895
	High Tariff Funding	0	0	0	0
	EYFS Additional Payment	0	0	0	408
Grants	Job Retention Scheme (Gov Furlough)	0	0		
	Discretionary Grant (local authority)	0	0		
	Tesco Grant	0	304		
	Emerging Needs Grant (local authority)	280	1,741		
	Community Restart Grant (local authority)	0	2,500		
TOTAL PAYMENTS		154,369	119,716	141,322	160,371
Surplus		-1,836	29,904	-7,524	14,447
Bank & cash balances b/f		77,446	47,542	55,066	40,619
Bank & cash balances c/f		75,610	77,446	47,542	55,066
Represented by:					
Current Account		55,447	58,425.00	32,543.00	41,802.00
CAF Gold (CLOSED - March 19)		0	0.00	0.00	0.00
CAF 60		20,163	19,021.00	14,999.00	13,264.00
TOTAL		75,610	77,446	47,542	55,066



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name NORTON PRE-SCHOOL

On accounts for the year ended

31st August 2022

Charity no (if any)

1020883

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 31/08/2022

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:

Signature

Date:

11/6/23

Name:

STUART GOODSHIP

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

RETIRED BANK MANAGER

Address:

4 CHALK LANE, IXWORTH
BURN ST EDMUNDS
IP31 2SQ

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.