



# Heatherside Pre-school

Charity Number - 1021400

20<sup>th</sup> October 2023

## Trustee Report 2022/23

HEATHERSIDE PRE-SCHOOL  
Heatherside Community Centre  
Martindale Ave  
Camberley  
GU15 1BB

### TRUSTEES

Alex Constantine  
John Curtis  
Kim Leyton

The Trustees of Heatherside Pre-school present their annual report and audited accounts for the year ended 31 August 2023 and confirm they comply with the requirements of the Charities Act 2011

Our aim is to help children grow as individuals and to develop both practical and social skills. cater for physical, social, emotional and cognitive development, promoting learning through play.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trustee, are responsible for the overall management and control of the Heatherside Pre-school and meet six times a year. The work of implementing most of their policies is carried out by the Committee and the Pre-school Supervisor. The Committee work under the appointed chair after the AGM at the beginning of the academic year. All trustees and committee members give their time freely and no remuneration or expenses were paid in the year.

### ACHEIVEMENTS AND PERFORMANCES

We had yet another fantastic year of fundraising. We are fundraising for the purchase of a metal fence to go around the grassed area at the front of the Community Centre

A member of staff gained full Level 3 qualification.

We had an Ofsted visit in November and were awarded a GOOD Status

Registered Charity No: 1021400



# Heatherside Pre-school

Delivered a new initiative to children through a program via Surrey Early years from the 'I Can' charity.

## Overview for 2022 & 23

Pre-school -

35 children left to go to their new infant schools leaving 19 children returning. We secured an additional 22 children both from our enrolment and from enquiries over the summer term. Start of the year went well with our numbers at 41. We had a good response to the Munch Club, and it filled very quickly.

Our fees were set at £6.65 an hour and our government funding were £4.87

Staff carried out their Paediatric First Aid training in January 2023 and various on-line workshops.

Pre-school held an Open morning for new starters in June which was well attended.

We have 4 identified SEN child and have employed 4 staff members to work 1:1 with Discretionary funding grant.

We have 1 member of staff qualified her Level 3 training.

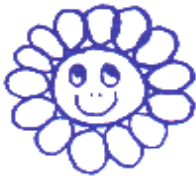
Pre-school Fundraising team held lots of fund-raising events -

Total for 2022/23 Fund Raising came to £2206.47...Fantastic achievement. The fundraising went towards additional resources for the preschool. Its helps fund the extra bits we do with the children. We have also purchased indoor and SEN resources and helped support our Coronation party. Our aim for the next year is to continue fund raising so we can replace some of the old toys and equipment and to buy some bits we need.

### RAISED

Second Hand Uniform Sale	£23.26
Christmas Raffle	£358.00
Cake Sale	£146.55
Pop up coffee shop	£366.18
Amazon	£6.24
Amazon	£5.52

Registered Charity No: 1021400



# Heatherside Pre-school

Amazon	£5.00
Amazon	£17.12
Sport A Thon	£451.00
Summer Fair	£627.60
Photographer	£200.00

## SPENT

2 x CD players	£179.98
2 x walkie Talkies	£193.70
SEN resources	£27.94
Nexus	£431.94
Book bags for I-Can	£39.89
Coronation party	£22.44
Coronation party	£4.35
Coronation party	£4.99
Coronation party	£6.00
Coronation party	£50.17
Letters & Sounds	£69.90

Karen Jones & Rachel Thompson, both left us this year, both carried on in education. Gemma Miles started working with us in January 2023 and we will be welcoming a new staff member in September 2023.

## AGM

Our Chairperson and Treasurer will be remaining on the Committee, the secretary has resigned and a new one will be appointed at the AGM, the Fundraisers will be stepping down this year and we will be looking to replace with new parents.

## RESERVES AND FINANCIAL HEALTH

The Trustees regularly review the finances, budgets and spend against budget together with a monthly cash flow analysis as part of the effective stewardship of the Pre-school. The trustees recognise that the build-up of reserves is needed as the cohort of children year on year fluctuates greatly and the funding is released termly which has an impact on the cash flow of the Pre-school.

Registered Charity No: 1021400

# Heatherside Pre-School

## Income & Expenditure Statement for Aug & Year to Date

Aug 2024						
	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Income:</b>						
SCC Grant	0.00	0.00	0.00	800.00	0.00	800.00
SCC Fees	0.00	0.00	0.00	138,346.53	97,947.84	40,398.69
SCC Discretionary / Inclusion Funding	0.00	0.00	0.00	17,280.00	0.00	17,280.00
Parent Fees	0.00	20.45	(20.45)	12,656.42	6,199.05	6,457.37
Munch Club Fees	0.00	42.70	(42.70)	7,626.80	12,941.50	(5,314.70)
Fund Raising	0.00	0.00	0.00	1,171.57	0.00	1,171.57
Uniform	0.00	0.00	0.00	381.50	0.00	381.50
Training	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	4,762.78	1,204.50	3,558.28
Deposit Account Interest	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Income</b>	<b>0.00</b>	<b>63.15</b>	<b>(63.15)</b>	<b>183,025.60</b>	<b>118,292.89</b>	<b>64,732.71</b>
<b>Expenditure:</b>						
Wages & Salaries	15,421.43	9,960.59	5,460.84	148,942.13	113,877.04	35,065.09
Wages & Salaries - Munch Club	0.00	384.19	(384.19)	6,044.95	4,407.81	1,637.15
Wages & Salaries - Ers Pension	123.67	53.21	70.46	2,782.58	610.48	2,172.10
Rent	0.00	0.00	0.00	17,440.25	16,731.40	708.85
Rent - Munch Club	0.00	0.00	0.00	647.39	977.87	(330.48)
Materials	46.96	18.80	28.17	526.84	559.37	(32.53)
Equipment	0.00	0.00	0.00	0.00	1,526.69	(1,526.69)
Photocopying	33.00	43.15	(10.15)	465.71	511.00	(45.29)
Ink	0.00	0.00	0.00	0.00	0.00	0.00
Uniform	0.00	0.00	0.00	241.50	304.50	(63.00)
Insurance	0.00	0.00	0.00	866.89	866.89	0.00
Training	0.00	0.00	0.00	384.90	400.00	(15.10)
Subscriptions	0.00	0.00	0.00	495.87	243.89	251.98
Fund Raising	32.94	0.00	32.94	5,395.64	4,500.00	895.64
Administration	31.75	162.61	(130.86)	581.74	1,000.00	(418.26)
Petty Cash	0.00	0.00	0.00	1,151.54	1,420.44	(268.90)
Other	8.45	93.39	(84.94)	1,826.45	569.29	1,257.16
Depreciation	147.37	147.37	0.00	147.37	147.37	0.00
Redundancy Account Deficit / (Surplus)	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Expenditure</b>	<b>15,845.57</b>	<b>10,863.30</b>	<b>4,982.27</b>	<b>187,941.75</b>	<b>148,654.03</b>	<b>39,287.72</b>
<b>Surplus / (Deficit) for the Year</b>	<b>(15,845.57)</b>	<b>(10,800.16)</b>	<b>(5,045.42)</b>	<b>(4,916.15)</b>	<b>(30,361.14)</b>	<b>25,444.99</b>
<b>Surplus / (Deficit) Brought Forward</b>	<b>99,168.89</b>	<b>68,678.48</b>	<b>30,490.41</b>	<b>88,239.47</b>	<b>88,239.47</b>	<b>0.00</b>
<b>Surplus / (Deficit) Carried Forward</b>	<b>83,323.32</b>	<b>57,878.33</b>	<b>25,444.99</b>	<b>83,323.32</b>	<b>57,878.33</b>	<b>25,444.99</b>

S. Coates

NCC

# Heatherside Pre-School

## Income & Expenditure Account for the Period September 2023 to August 2024

**Aug 2024**

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Full Year
<b>Income:</b>													
SCC Grant	0.00	0.00	0.00	800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800.00
SCC Fees	14,455.13	24,454.09	1,327.96	325.08	16,424.56	23,242.78	545.54	22,387.56	34,360.42	461.16	362.25	0.00	138,346.53
SCC Discretionary / Inclusion Funding	4,734.00	0.00	120.00	571.00	6,334.00	0.00	0.00	3,002.00	1,733.00	786.00	0.00	0.00	17,280.00
Parent Fees	1,687.60	2,295.15	300.30	922.30	1,963.56	221.76	976.86	2,697.36	1,178.01	191.76	221.76	0.00	12,656.42
Munch Club Fees	1,325.00	1,366.40	0.00	1,014.30	895.85	0.00	1,233.75	1,777.20	0.00	14.30	0.00	0.00	7,626.80
Fund Raising	0.00	0.00	0.00	0.00	0.00	328.35	0.00	0.00	817.22	26.00	0.00	0.00	1,171.57
Uniform	83.75	29.00	0.00	0.00	19.00	13.00	50.25	0.00	122.25	64.25	0.00	0.00	381.50
Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	4,348.93	61.90	0.00	120.00	15.00	60.00	120.00	23.95	13.00	0.00	0.00	0.00	4,762.78
Deposit Account Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Income</b>	<b>26,634.41</b>	<b>28,206.54</b>	<b>1,748.26</b>	<b>3,752.68</b>	<b>25,651.97</b>	<b>23,865.89</b>	<b>2,926.40</b>	<b>29,888.07</b>	<b>38,223.90</b>	<b>1,543.47</b>	<b>584.01</b>	<b>0.00</b>	<b>183,025.60</b>
<b>Expenditure:</b>													
Wages & Salaries	9,530.75	11,187.01	10,184.43	20,973.00	10,174.82	10,846.56	13,405.06	10,438.06	11,193.48	13,230.29	12,357.24	15,421.43	148,942.13
Wages & Salaries - Munch Club	451.68	626.58	615.66	391.18	304.68	474.18	851.61	313.20	693.46	595.16	727.56	0.00	6,044.95
Wages & Salaries - Ers Pension	190.02	233.85	203.94	575.36	179.14	198.63	268.75	205.31	243.88	180.47	179.56	123.67	2,782.58
Rent	1,912.48	1,520.32	2,020.04	945.38	1,631.22	1,450.32	1,942.32	1,056.86	1,646.52	1,907.23	1,407.56	0.00	17,440.25
Rent - Munch Club	0.00	77.20	57.90	77.00	54.04	38.60	57.90	96.50	38.60	72.45	77.20	0.00	647.39
Materials	144.98	0.00	28.72	0.00	67.97	78.67	0.00	0.00	45.41	0.00	114.13	46.96	526.84
Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Photocopying	33.00	47.28	33.00	66.00	54.00	33.00	33.00	33.00	33.00	33.00	34.43	33.00	465.71
Ink	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Uniform	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	241.50	0.00	0.00	0.00	241.50
Insurance	0.00	866.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	866.89
Training	171.60	0.00	0.00	0.00	60.00	153.30	0.00	0.00	0.00	0.00	0.00	0.00	384.90
Subscriptions	192.00	79.99	20.00	0.00	0.00	108.00	0.00	0.00	95.88	0.00	0.00	0.00	495.87
Fund Raising	0.00	0.00	0.00	128.70	0.00	1,258.50	3,775.50	0.00	0.00	0.00	200.00	32.94	5,395.64
Administration	17.00	11.00	30.20	5.00	117.00	22.89	30.20	155.00	11.00	118.20	32.50	31.75	581.74
Petty Cash	139.16	219.54	0.00	0.00	148.40	211.98	198.24	0.00	0.00	234.22	0.00	0.00	1,151.54
Other	0.00	45.00	0.00	120.00	81.63	235.16	655.35	0.00	102.59	377.52	200.75	8.45	1,826.45
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	147.37	147.37
Redundancy Account Deficit / (Surplus)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Expenditure</b>	<b>12,782.67</b>	<b>14,914.66</b>	<b>13,193.89</b>	<b>23,281.62</b>	<b>12,872.90</b>	<b>15,109.79</b>	<b>21,217.93</b>	<b>12,297.93</b>	<b>14,345.32</b>	<b>16,748.54</b>	<b>15,330.93</b>	<b>15,845.57</b>	<b>187,941.75</b>
<b>Surplus / (Deficit) for the Year</b>	<b>13,851.74</b>	<b>13,291.88</b>	<b>(11,445.63)</b>	<b>(19,528.94)</b>	<b>12,779.07</b>	<b>8,756.10</b>	<b>(18,291.53)</b>	<b>17,590.14</b>	<b>23,878.58</b>	<b>(15,205.07)</b>	<b>(14,746.92)</b>	<b>(15,845.57)</b>	<b>(4,916.15)</b>
<b>Surplus / (Deficit) Brought Forward</b>	<b>88,239.47</b>	<b>102,091.21</b>	<b>115,383.09</b>	<b>103,937.46</b>	<b>84,408.52</b>	<b>97,187.59</b>	<b>105,943.69</b>	<b>87,652.16</b>	<b>105,242.30</b>	<b>129,120.88</b>	<b>113,915.81</b>	<b>99,168.89</b>	<b>88,239.47</b>
<b>Surplus / (Deficit) Carried Forward</b>	<b>102,091.21</b>	<b>115,383.09</b>	<b>103,937.46</b>	<b>84,408.52</b>	<b>97,187.59</b>	<b>105,943.69</b>	<b>87,652.16</b>	<b>105,242.30</b>	<b>129,120.88</b>	<b>113,915.81</b>	<b>99,168.89</b>	<b>83,323.32</b>	<b>83,323.32</b>

*J.S. Curran*      *AC*      *CC*

# Heatherside Pre-School

## Balance Sheet for the Period September 2023 to August 2024

Aug 2024	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
<b>Fixed Assets:</b>												
Net Book Value C'Fwd	736.86	736.86	736.86	736.86	736.86	736.86	736.86	736.86	736.86	736.86	736.86	736.86
Depreciation (Reducing Balance 20%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(147.37)
<b>Total Fixed Assets</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>736.86</b>	<b>589.49</b>
<b>Current Assets:</b>												
Redundancy Deposit Account (40-16-05 71586688)	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	41,833.64
Current Account (40-16-05 31586661)	101,354.35	114,646.23	103,200.60	83,671.66	96,450.73	105,206.83	86,915.30	104,505.44	128,384.02	113,178.95	98,432.03	82,733.83
<b>Total Current Assets</b>	<b>143,559.22</b>	<b>156,851.10</b>	<b>145,405.47</b>	<b>125,876.53</b>	<b>138,655.60</b>	<b>147,411.70</b>	<b>129,120.17</b>	<b>146,710.31</b>	<b>170,588.89</b>	<b>155,383.82</b>	<b>140,636.90</b>	<b>124,567.47</b>
<b>Current Liabilities:</b>												
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Overdraft	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Current Liabilities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Working Capital</b>	<b>143,559.22</b>	<b>156,851.10</b>	<b>145,405.47</b>	<b>125,876.53</b>	<b>138,655.60</b>	<b>147,411.70</b>	<b>129,120.17</b>	<b>146,710.31</b>	<b>170,588.89</b>	<b>155,383.82</b>	<b>140,636.90</b>	<b>124,567.47</b>
<b>Operating Capital Employed</b>	<b>144,296.08</b>	<b>157,587.96</b>	<b>146,142.33</b>	<b>126,613.39</b>	<b>139,392.46</b>	<b>148,148.56</b>	<b>129,857.03</b>	<b>147,447.17</b>	<b>171,325.75</b>	<b>156,120.68</b>	<b>141,373.76</b>	<b>125,156.96</b>
<b>Deposit Account Brought Forward</b>	<b>42,204.87</b>	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87	42,204.87
Deposit Account Current Year	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(371.23)
Income & Expenditure Account Brought Forward	88,239.47	88,239.47	88,239.47	88,239.47	88,239.47	88,239.47	88,239.47	88,239.47	88,239.47	88,239.47	88,239.47	88,239.47
Income & Expenditure Account for the Current Year	13,851.74	27,143.62	15,697.99	(3,830.95)	8,948.12	17,704.22	(587.31)	17,002.83	40,881.41	25,676.34	10,929.42	(4,916.15)
<b>Association Funds</b>	<b>144,296.08</b>	<b>157,587.96</b>	<b>146,142.33</b>	<b>126,613.39</b>	<b>139,392.46</b>	<b>148,148.56</b>	<b>129,857.03</b>	<b>147,447.17</b>	<b>171,325.75</b>	<b>156,120.68</b>	<b>141,373.76</b>	<b>125,156.96</b>
<b>Variance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>




**Heatherside Pre-School**  
**Registered Charity number: 1021400**  
**Independent Examiner's Report**  
**Year Ended 31 August 2024**

**Independent examiner's report to the trustees of Heatherside Pre-School**

I report to the trustees on my examination of the accounts of Heatherside Pre-School (Pre-School) for the year ended 31 August 2024.

**Responsibility and basis of report**

As the charity trustees of the Pre-School you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report I respect of my examination of the Pre-School's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Pre-School as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed: *C Hibberd*

C Hibberd FCCA  
37 Theobalds Way  
Frimley  
Camberley  
Surrey  
GU16 9RF

Date: *12 December 2024*