

Old Catton Pre School
Treasurer's report
AGM September 2020

Old Catton Pre School is a registered charity and a not for profit organisation and all proceeds get invested back into the pre school each year. The accounts presented are up to 31st August 2020, they are currently unaudited accounts, but will be audited later this year.

This year has not be a usual year for the Pre School due to its closure at the end of March due to Covid-19. Norfolk County council continued to issue funding whilst the Pre School was closed in order to continue paying staff wages, rents and other ongoing costs.

Income to 31st August was £135,046, £106,791 was from Norfolk county council funding along with fee of £11,977, fundraising of £837, uniform of £1,583, and other smaller income can be seen in the accounts.

The Pre School were lucky enough to receive 2 donations in year, one for £8,221 from School Lane pre school who closed, which will be used to improve the outdoor area and £5,000 from Broadland Council as part of the Covid recovery fund.

Expenditure was lower than the Pre School were expecting this year at £113,183, the largest expense was staff wages at £80k, followed by PAYE at £8,238 and rent at £8k. £7,772 was spent on resources and equipment for staff and children and £1,843 was spent on cleaning, in order to get the Pre School able to reopen in September. All other expenditure can be seen in the accounts.

Overall profits were higher than usual due to the closure at £21,862. This surplus will be used to ensure the Pre School is covid secure and assist in any other recovery required from the impact of coronavirus.

The bank accounts are showing a year-end balance of £44,461 in the current account and £32,439 in the deposit account to cover redundancies.

Please let me know if you have any questions regarding the accounts, copies of the accounts are available if anyone wishes to view them.

Old Catton Pre School
Profit and Loss Accounts
For the year ended 31 August 2020

		2020	2019
		£	£
Income	Training refund	521	
	Bags 2 School		36
	Easyfundraising	-	42
	Fees	11,977	17,680
	Fundraising	837	1,988
	Interest	15	13
	NCC Funding	106,791	86,581
	Photographs	100	203
	Spree Books	-	340
	Trips	-	1,089
	Uniform	1,583	1,599
	GRANT	5,000	-
	DONATIONS	<u>8,221</u>	-
		135,046	109,571
Expenses	Accountancy	-	1,928
	Cleaning	-	1,093
	Equipment, Materials & Stationery	-	6,672
	Events/Outings	-	1,919
	Insurance	-	590
	Ofsted, PLA, Licences	-	504
	Outdoor Area - from donations	-	1,715
	Photocopying	-	1,092
	Printer Ink	-	100
	Rates	-	150
	Refund fees	-	240
	Rent	-	7,700
	Repair/Maintenance	-	658
	Snack	-	593
	Spree	-	272
	Tax/NI	-	6,425
	Telephone	-	-
	Training	-	940
	Uniforms	-	717
Wages	-	69,740	
		- 113,183	- 103,046
Net Profit		<u><u>21,862</u></u>	<u><u>6,525</u></u>

Natalie Day (natalie@nedaybookkeeping.co.uk)

From: Peter Bailey <peterbaileynorwich@gmail.com>
Sent: 28 June 2021 09:58
To: natalie@nedaybookkeeping.co.uk
Subject: Re: OCPS Audit

Morning Natalie,

All looks good, happy for them to be filed etc

Thanks

On Wed, Jun 23, 2021 at 1:20 PM <natalie@nedaybookkeeping.co.uk> wrote:

Hello Peter

Hope you are well?

I just wondered if you have had a chance to look at the pre school accounts yet?

The accounts need to be filed by 30th June 2021.

Many kind thanks

Natalie

M: 07919 374054



From: Peter Bailey [mailto:peterbaileynorwich@gmail.com]
Sent: 18 May 2021 09:39
To: natalie@nedaybookkeeping.co.uk
Subject: Re: OCPS Audit

Hi Natalie,

Its 1 Longland Close, Old Catton, NR6 7LW

There is someone there after the school run pickup most days after 3.30 sort of time.

Thanks

On Wed, May 12, 2021 at 8:29 AM <natalie@nedaybookkeeping.co.uk> wrote:

Hello Peter

Thank you for agreeing to audit OCPS accounts.

Can you please advise when I can drop the folder round and a reminder of your address?

I have attached the accounts spreadsheet.

Please let me know if you have any queries.

Kind regards

Natalie

M: 07919 374054



NE Day Bookkeeping
PAYROLL & ACCOUNTING

From: Peter Bailey [mailto:peterbaileynorwich@gmail.com]
Sent: 30 April 2021 19:46
To: natalie@nedaybookkeeping.co.uk
Subject: Re: OCPS Audit

Hi Natalie,

Yes should be fine

Thanks

Peter

On Fri, 30 Apr 2021 at 15:54, <natalie@nedaybookkeeping.co.uk> wrote:

Hello Peter

I hope you are well?

I wondered if you would have time to do Old Catton Pre School audit as per my email below?

Many kind thanks

Natalie

M: 07919 374054



NE Day Bookkeeping
PAYROLL & ACCOUNTING

From: Natalie Day (natalie@nedaybookkeeping.co.uk) [mailto:natalie@nedaybookkeeping.co.uk]
Sent: 07 April 2021 22:09
To: 'Peter Bailey' <peterbaileynorwich@gmail.com>
Subject: OCPS Audit

Hello Peter

I hope you are well?

I wondered whether you would mind doing the pre school audit again this year?

The accounts need to be submitted to charity commission by the end of June.

Please let me know if this is something you would be able to do and what sort of timeline you would have?

Kind regards

Natalie

M: 07919 374054



NE Day Bookkeeping
PAYROLL & ACCOUNTING

