



Treasurer's Report for year ending 31st July 2021

This report accompanies the accounts for 1st August 2020 – 31st July 2021. They have been prepared by Louisa Edwards and independently examined by Kirsty Citrano. The Pre-school Committee are very grateful to both for their efforts.

The pre-school ended the year with a surplus of £13,509.89 bringing the balance carried forward @ 31st July 2021 to £53,608.29. This is made up from £4,461.20 in the current account plus cash in hand, - £1,454.68 being the net balance of creditors and debtors and £50,601.77 held in the reserve account. It is recommended by the Early Years Alliance and Charity Commission that a minimum of 1 term's expenditure, which in the case of Datchworth Pre-school amounts to approximately £30,000, should be held in reserve.

Total income increased by £733.62 compared with the previous year and expenditure decreased by £1,531.05. A brief explanation of the significant variances of income and expenditure from the previous year are given below:

Income

Income from fees and funding has increased by approx. £2,000. This is largely due to an increase in overall pupil numbers following the relaxation of Covid restrictions. Fundraising income has also increased approx. £1,250 as COVID restrictions have eased. While income from HMRC for the job retention scheme has significantly reduced (£2,724).

Expenditure

There have been no notable increases in expenditure this year. The pre-school has worked very hard to maintain tight control on spending and savings have been made wherever possible without resulting in a lowering of standards or affecting the quality of provision.

Fundraising remains an important source of additional income which enables the pre-school to purchase equipment and materials for the children to use. It is recommended that each year the full amount of the income generated is put back into the pre-school as soon as possible so that the children quickly enjoy the benefits. A huge 'thank you' should be given to all members of the committee, staff and parents who contributed in any way to the fundraising activities.

Nikki Garrod
(Datchworth Pre-school Treasurer)

REGISTERED CHARITY NO.1026232

Datchworth Village Hall, 52 Datchworth Green, Datchworth, Hertfordshire SG3 6TL
Tel: 01438 814310



Section A

Independent Examiner's Report

Report to the trustees/ members of Charity Name
DATCHWORTH PRE-SCHOOL

On accounts for the year ended 31st JULY 2021 Charity no (if any) 1026232

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 DD / MM / YYYY.

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").

Independent examiner's statement

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.

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: Date: 22/09/21

Name: KIRSTY CITRANO

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

Address: 36 ROBBERY BOTTOM LANE
WELWYN, HERTFORDSHIRE
AL6 0UN

Datchworth Pre-School

Report & Accounts

For

Year Ending 31st July 2021

Datchworth Pre-school

End of Year Financial Report 01/08/2020 to 31/07/2021

	<u>2021</u>	<u>2020</u>
<u>INCOME</u>		
<u>Fees Received From :</u>		
Session/Lunch Club	15,692.65	13,666.57
Grants (Herts C.C.)	76,066.62	76,140.27
	<u>91,759.27</u>	<u>89,806.84</u>
<u>Fundraising</u>		
Gross income	2,529.83	1,744.03
Fundraising costs (see note 1)	-	670.70
	<u>2,328.27</u>	<u>1,073.33</u>
<u>Milk Reimbursements</u>		
	564.72	348.10
	<u>564.72</u>	<u>348.10</u>
<u>Other Income</u>		
HMRC Job retention scheme	793.44	3,517.33
DVH reimbursed cleaning	456.00	360.00
T-Shirt & book bag net sales (see note 2)	134.94	10.09
Donations	68.01	311.10
Gift Aid	276.28	184.75
Bank Interest (deposit a/c only)	3.49	39.26
	<u>1,732.16</u>	<u>4,422.53</u>
<u>TOTAL INCOME</u>	<u>96,384.42</u>	<u>95,650.80</u>
<u>EXPENDITURE</u>		
Wages & Employers N.I.	66,561.63	69,048.04
Rent	4,442.05	4,375.75
Milk	558.48	350.25
Staff Training	943.25	686.00
Subscriptions (see note 3)	564.30	1,282.80
Repairs/Maintenance/cleaning	2,833.21	2,142.04
Printing, Stationery, Admin	301.04	300.07
Phone & Internet	410.51	627.05
General Supplies & Equipment	4,254.95	3,924.15
Insurance	884.60	888.52
Accountancy & Bookkeeping	50.00	255.00
Gifts & Social (see note 4)	625.77	340.50
Sundries (see note 5)	363.74	125.41
Bank Charges	81.00	60.00
<u>TOTAL EXPENDITURE</u>	<u>82,874.53</u>	<u>84,405.58</u>
Excess of Income over Expenditure	13,509.89	11,245.22
Balance B/F 1st August 2020	40,098.40	28,853.18
Balance C/F 31st July 2021	<u>53,608.29</u>	<u>40,098.40</u>

Notes to the Accounts

INCOME

(1) Fundraising costs

Lottery Licence	20.00
Christmas cards	159.00
Christmas photo baubles	9.99
Nativity DVDs	3.99
Letters from Santa	8.58

201.56

(2) T-shirts & book bag sales 2020/2021 (net of costs)

134.94

EXPENDITURE

(3) Subscriptions

Magazine subscriptions	88.00
Website	216.00
Early Years Forum	60.00
DBS Checks & Renewals	115.30
Data Protection	35.00
Ofsted	50.00

564.30

(4) Gifts & Social

Staff Summer meal	72.12
Gifts	553.65

625.77

(5) Sundries

Duckling hatching kit	318.00
Sample uniform tunic (returned)	5.99
Additional keys	39.75

363.74

Datchworth Pre-School
Balance Sheet As At 31st July 2021

	<u>2021</u>	<u>2020</u>
<u>CURRENT ASSETS</u>		
Bank Current Account	4,323.98	10,063.38
Bank Deposit Account	50,601.77	30,598.28
Cash in Hand	137.22	51.50
Debtors	49.79	-
(Note 1)	<u>55,112.76</u>	<u>40,713.16</u>
Less Creditors	-	-
(Note 2)	1,504.47	614.76
<u>NET ASSETS</u>	<u><u>53,608.29</u></u>	<u><u>40,098.40</u></u>

(1) Debtors

DVH - refund for toilet cleaning	30.00	-
Alexandra Workwear - refund for returned sample tunic	19.79	-
	<u>49.79</u>	<u>0.00</u>

(2) Creditors

HNF overpayment clawback	916.20	-
Tax & NI owing for PAYE (July)	265.68	174.32
PAYE overtime owing (July)	264.61	440.44
County Supplies invoice	57.98	-
	<u>1,504.47</u>	<u>614.76</u>

Approved by *S. Boyce* (Chairperson)

Date 14/10/21

Datchworth Pre-School

Income Expenditure - 01/08/20 to 31/07/21

	<u>Bank A/c</u>	<u>Petty Cash</u>	<u>Total</u>
<u>INCOME</u>			
Fees	15,662.65	30.00	15,692.65
HCC Grants/Funding	76,982.82	-	76,982.82
HMRC Job retention scheme	793.44	-	793.44
Fundraising	1,180.98	1,348.85	2,529.83
Milk reimbursements	564.72	-	564.72
DVH cleaning reimbursements	426.00	-	426.00
T-Shirt/bookbag sales	135.00	210.00	345.00
Donations	20.00	48.01	68.01
Gift Aid	276.28	-	276.28
Bank Interest	3.49	-	3.49
<u>TOTAL INCOME</u>	<u>96,045.38</u>	<u>1,636.86</u>	<u>97,682.24</u>
<u>EXPENDITURE</u>			
Wages & Employers NI	66,646.10		66,646.10
Rent	4,442.05		4,442.05
Fundraising	179.00	22.56	201.56
T-shirts & book bags	210.06		210.06
Milk	558.48		558.48
Staff Training	943.25		943.25
Subscriptions	540.00	24.30	564.30
Repairs/maintenance/cleaning	1,231.28	1,601.93	2,833.21
Printing/stationery/admin	253.82	47.22	301.04
Phone & Internet	410.51		410.51
General supplies & equipment	2,855.49	1,341.48	4,196.97
Insurance	884.60		884.60
Accountancy & Bookkeeping	50.00		50.00
Gifts & Social	562.12	63.65	625.77
Sundries	383.53		383.53
Bank Charges	81.00		81.00
Petty cash withdrawals	-		-
<u>TOTAL EXPENDITURE</u>	<u>80,231.29</u>	<u>3,101.14</u>	<u>83,332.43</u>
Difference	<u>15,814.09</u>	<u>-1,464.28</u>	<u>14,349.81</u>

Datchworth Pre-school Accounts Spreadsheet
1st August 2020 to 31st July 2021

	Total	Cashbook & p/cash	B/S Adj 2020		B/S Adj 2021		Others
			Debtors	Creditors	Debtors	Creditors	
Income							
Fees	15,692.65	15,692.65	-		-		
HCC Grants/Funding	76,066.62	76,982.82			-	916.20	
HMRC Job retention scheme	793.44	793.44					
Fundraising	2,328.27	2,529.83	-				- 201.56
Milk reimbursements	564.72	564.72					
DVH cleaning reimbursements	456.00	426.00	-		30.00		
T-Shirt/bookbag sales	134.94	345.00					- 210.06
Donations	68.01	68.01					
Gift Aid	276.28	276.28					
Bank Interest	3.49	3.49					
Total	96,384.42	97,682.24	-	-	30.00	- 916.20	- 411.62

Expenditure							
Wages & Employers NI	66,561.63	66,646.10	-	614.76		530.29	
Rent	4,442.05	4,442.05				-	
Fundraising	-	201.56					- 201.56
T-shirts & book bags	-	210.06					- 210.06
Milk	558.48	558.48					
Staff Training	943.25	943.25					
Subscriptions	564.30	564.30					
Repairs/maintenance/cleaning	2,833.21	2,833.21					
Printing/stationery/admin	301.04	301.04					
Phone & Internet	410.51	410.51					
General supplies & equipment	4,254.95	4,196.97				57.98	
Insurance	884.60	884.60					
Accountancy & Bookkeeping	50.00	50.00					
Gifts & Social	625.77	625.77					
Sundries	363.74	383.53			-	19.79	
Bank Charges	81.00	81.00					
Petty cash withdrawals	-	-					
Total	82,874.53	83,332.43	-	- 614.76	- 19.79	588.27	- 411.62
Net Movement	13,509.89	14,349.81	-	614.76	49.79	- 1,504.47	-

Bank Accounts

Opening

Current account	10,063.38
Deposit	30,598.28
Cash in hand	51.50
Total	40,713.16

Closing

Current account	4,323.98
Deposit	50,601.77
Cash in hand	137.22
Total	55,062.97

Movement	14,349.81
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