



Trustee's Report for year ending 31st July 2023

This report accompanies the accounts for 1st August 2022 – 31st July 2023. They have been prepared by Louisa Edwards and have been independently examined by Kirsty Citrano. The Pre-school Committee are very grateful to both people.

The pre-school ended the year with a surplus of £5503.74 bringing the current balance to £54,996.91. This is made up from £5232.23 in the current account and £179.42 cash in hand, -£1980.34 being the net balance of creditors and debtors and £51,066.44 is being 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 £35,000, should be held in reserve.

Total income increased by £21,391 compared with the previous year and expenditure increased by £11,773. 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. £15,400 mainly due to an increase in pupil numbers and attendance. Fundraising income was approx. £2000 higher than the previous year and grants & donations increased by nearly £3000.

Expenditure

The increase in expenditure is mainly due to the cost of redeveloping the outside play space which had been budgeted for the previous year and was mostly covered by grants and donations. The pre-school continues to closely monitor spending and savings are 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.

Stephanie Bryce
Chair of Management Committee
Datchworth Pre-school

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

Datchworth Pre-school

On accounts for the year
ended

31st July 2023

Charity no
(if any)

1026232

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2023.

As the charity's trustees, 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 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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:

Date:

13/9/23

Name:

Mrs Kirsty Citrano

Address:

36 Robbery Bottom Lane

Welwyn

AL6 0UN

Datchworth Pre-School

Report & Accounts

For

Year Ending 31st July 2023

Datchworth Pre-school

End of Year Financial Report 01/08/2022 to 31/07/2023

	<u>2023</u>	<u>2022</u>
<u>INCOME</u>		
<u>Fees Received From :</u>		
Session/Lunch Club	21,669.56	11,276.15
Grants (Herts C.C.)	78,877.06	73,871.27
	<u>100,546.62</u>	<u>85,147.42</u>
<u>Fundraising</u>		
Gross income	3,285.96	1,303.98
Fundraising costs (see note 1)	- 360.04	- 413.24
	<u>2,925.92</u>	<u>890.74</u>
<u>Milk Reimbursements</u>	689.64	481.03
	<u>689.64</u>	<u>481.03</u>
<u>Other Income</u>		
DVH reimbursed cleaning	-	30.00
T-Shirt & book bag net sales (see note 2)	16.57	- 199.18
Donations	3,520.70	557.00
Gift Aid	133.53	66.25
Bank Interest	451.93	30.16
Miscellaneous (see note 3)	110.00	-
	<u>4,232.73</u>	<u>484.23</u>
<u>TOTAL INCOME</u>	<u>108,394.91</u>	<u>87,003.42</u>
<u>EXPENDITURE</u>		
Wages & Employers N.I.	75,105.68	75,867.69
Rent	7,305.40	5,392.53
Book bags	-	144.36
Milk	681.84	476.55
Staff Training	1,003.95	691.02
Subscriptions (see note 4)	649.04	396.99
Repairs/Maintenance/Cleaning	10,518.13	1,757.90
Printing, Stationery, Admin	475.41	448.53
Phone & Internet	577.89	588.69
General Supplies & Equipment	4,100.65	3,633.49
Insurance	929.41	902.74
Accountancy & Bookkeeping	50.00	50.00
Gifts & Social (see note 5)	760.75	543.09
Sundries (see note 6)	673.02	128.96
Bank Charges	60.00	96.00
<u>TOTAL EXPENDITURE</u>	<u>102,891.17</u>	<u>91,118.54</u>
Excess of Income over Expenditure	5,503.74	- 4,115.12
Balance B/F 1st August 2022	49,493.17	53,608.29
Balance C/F 31st July 2023	<u>54,996.91</u>	<u>49,493.17</u>

Notes to the Accounts

INCOME

(1) Fundraising costs	20.00
Lottery Licence	154.90
Christmas cards	34.00
Raffle tickets	13.14
Letters from Santa	84.00
Mother's Day	54.00
Father's Day	<u>360.04</u>
(2) T-shirts & book bag sales 2022/2023 (net of costs)	16.57
(3) Miscellaneous income re Paediatric First Aid Training	110.00

EXPENDITURE

(4) Subscriptions	110.75
Magazine & publication subscriptions	60.00
Early Years Forum	149.50
DBS Checks & Renewals	123.79
Office software	120.00
Teach in Herts	35.00
Data Protection	50.00
Ofsted	<u>649.04</u>
(5) Gifts & Social	523.50
Staff meals	327.05
Gifts	<u>850.55</u>
(6) Sundries	35.00
Village Fete programme advert	120.00
Disco Ducks music sessions	312.00
Ark Farm visit	175.07
Staff uniform	3.90
Postage	27.05
Mileage & parking	<u>673.02</u>

Datchworth Pre-School
Balance Sheet As At 31st July 2023

	<u>2023</u>	<u>2022</u>
<u>CURRENT ASSETS</u>		
Bank Current Account	5,232.23	5,048.31
Bank Deposit Account	51,066.44	45,630.85
Cash in Hand	179.42	190.93
Debtors	498.76	66.25
(Note 1)	<u>56,976.85</u>	<u>50,936.34</u>
Less Creditors	- 1,980.34	- 1,443.17
(Note 2)		
NET ASSETS	<u><u>54,996.51</u></u>	<u><u>49,493.17</u></u>

(1) Debtors

Fees owing for 30 hours scheme claim
Gift Aid for Tax Year 2021/22

498.76	-
-	66.25
<u>498.76</u>	<u>66.25</u>

(2) Creditors

Tax & NI owing for PAYE (July)
PAYE overtime owing (July)
Rent owing for July
County Supplies invoice
End of term staff gifts

292.91	145.44
1,109.78	522.98
577.65	614.35
-	70.60
-	89.80
<u>1,980.34</u>	<u>1,443.17</u>

Approved by

S.L. BRYCE

(Chairperson)

Date

26.9.23

Datchworth Pre-school Accounts Spreadsheet
1st August 2022 to 31st July 2023

	Total	Cashbook & p/cash	B/S Adj 2022		B/S Adj 2023		Others
			Debtors	Creditors	Debtors	Creditors	
Income							
Fees	21,669.56	21,170.80	-		498.76		
HCC Grants/Funding	78,877.06	78,877.06					
Fundraising	2,925.92	3,285.96	-				360.04
Milk reimbursements	689.64	689.64					
T-Shirt/bookbag sales	16.57	275.00					258.43
Donations	3,520.70	3,520.70					
Gift Aid	133.53	199.78	66.25				
Bank Interest	451.93	451.93					
Miscellaneous	110.00	110.00					
Total	108,394.91	108,580.87	66.25	-	498.76	-	618.47
Expenditure							
Wages & Employers NI	75,105.68	74,371.41		668.42		1,402.69	
Rent	7,305.40	7,342.10		614.35		577.65	
Fundraising	-	360.04					360.04
T-shirts & book bags	-	258.43					258.43
Milk	681.84	681.84					
Staff Training	1,003.95	1,003.95					
Subscriptions	649.04	649.04					
Repairs/maintenance/cleaning	10,518.13	10,518.13					
Printing/stationery/admin	475.41	475.41					
Phone & Internet	577.89	577.89					
General supplies & equipment	4,100.65	4,171.25		70.60			
Insurance	929.41	929.41					
Accountancy & Bookkeeping	50.00	50.00					
Gifts & Social	760.75	850.55		89.80			
Sundries	673.02	673.02					
Bank Charges	60.00	60.00					
Petty cash withdrawals	-	-					
Total	102,891.17	102,972.47	-	1,443.17	-	1,980.34	618.47
Net Movement	5,503.74	5,608.40	66.25	1,443.17	498.76	- 1,980.34	-
Bank Accounts							
<u>Opening</u>							
Current account	5,048.31						
Deposit	45,630.85						
Cash in hand	190.93						
Total	50,870.09						
<u>Closing</u>							
Current account	5,232.23						
Deposit	51,066.44						
Cash in hand	179.42						
Total	56,478.09						
Movement	5,608.00						

Datchworth Pre-School

Income Expenditure - 01/08/22 to 31/07/23

	<u>Bank A/c</u>	<u>Petty Cash</u>	<u>Total</u>
<u>INCOME</u>			
Fees	21,000.80	170.00	21,170.80
HCC Grants/Funding	78,877.06	-	78,877.06
Fundraising	1,885.51	1,400.45	3,285.96
Milk reimbursements	689.64	-	689.64
Uniform sales	150.00	125.00	275.00
Donations	3,464.00	56.70	3,520.70
Gift Aid	199.78	-	199.78
Bank Interest	451.93	-	451.93
Miscellaneous	110.00		110.00
<u>TOTAL INCOME</u>	<u>106,828.72</u>	<u>1,752.15</u>	<u>108,580.87</u>
<u>EXPENDITURE</u>			
Wages & Employers NI	74,358.34	13.07	74,371.41
Rent	7,342.10		7,342.10
Fundraising	222.04	138.00	360.04
T-shirts & book bags	258.43		258.43
Milk	681.84		681.84
Staff Training	1,003.95		1,003.95
Subscriptions	649.04		649.04
Repairs/maintenance/cleaning	9,373.13	1,145.00	10,518.13
Printing/stationery/admin	452.83	22.58	475.41
Phone & Internet	577.89		577.89
General supplies & equipment	3,439.44	731.81	4,171.25
Insurance	929.41		929.41
Accountancy & Bookkeeping	50.00		50.00
Gifts & Social	838.30	12.25	850.55
Sundries	522.07	150.95	673.02
Bank Charges	60.00		60.00
Petty cash withdrawals	-		-
<u>TOTAL EXPENDITURE</u>	<u>100,758.81</u>	<u>2,213.66</u>	<u>102,972.47</u>
Difference	<u>6,069.91</u>	<u>-461.51</u>	<u>5,608.40</u>