

Chair's Report for the AGM 2022-2023

Sutton Preschool has had another very successful year. The children continue to thrive in the caring and safe learning environment which the staff provide. We have run a very successful transition for the September school starters with some wonderful activities providing opportunities for the children to prepare for their next steps into school. We have welcomed visits from the head teachers of Sutton , Crayke and Hubby Primary Schools. As we say goodbye to our older children who start school in September, we wish them every success in their first year at school. I would like to take this opportunity as a Trustee and a parent to thank all the staff for their hard work, care and dedication, without your enthusiasm and professionalism the Preschool would not be the happy and prosperous setting which we see today.

Staff

Debbie has led the Preschool exceptionally well with the support of a fantastic team, Millie, Alice, Yvonne, Lisa and Delphine. The parents are full of praise for Preschool and are also aware of the lengths which you all take to provide the children with such an outstanding setting to attend.

We were very sad to say goodbye to Delphine at the end of the Spring term, she worked tirelessly as part of the preschool team for more than 30 years. We are very grateful to everything she has contributed.

Following a successful recruitment process, two new members of staff joined our team Yvonne Nelson as a full time Deputy Supervisor and Lisa Harrison as a part time Assistant. On behalf of the committee, I would like to officially welcome you both to the Preschool team and wish you every success in your roles moving forward.

In April 2023 staff received a pay increase following changes to the staff pay structure reflecting increases in the minimum wage. In previous years staff wages have been increased by 5% in September, however following the April increase, the committee have decided to increase wages by 5% from April 2024.

Committee

Thank you to Michelle Dawson for taking on the role of Secretary in September 2022.

Helen Clark officially stepped down as Treasurer and Trustee in September 2022 however she has continued in the position for an interim period while we found a new member of the committee to take on the role. Following the successful DBS and EY2 checks and committee vote, Jenny will take over as Treasurer. Helen has already started the handover process.

Following the successful DBS and EY2 checks and committee vote Elaine Grainger and Joe will be taking on the role of Chair as I step down from the position in September. It has been a great pleasure to be part of the Preschool Committee and to work with the staff since I took on the role in 2019. Although I am officially standing down, if any of the committee or

staff members need any advice on issues which occur, please do not hesitate to get in touch.

Events

The Christmas Fair was a fantastic afternoon and raised just short of £1000. Many thanks to all the staff and parent volunteers who gave up their time to make it such a successful event.

The annual summer trip is to Monk Park Farm and took place on Thursday 9th July, this is always a wonderful trip for the children. The bus and ice creams were paid for by our fundraising events.

Finances

See Treasures' Report and Annual Accounts.

Camilla Jowett - Chair

Sutton on the Forest Playgroup and Toddlers (charity number 1027382)

SUTTON ON THE FOREST PLAYGROUP & TODDLERS

FINANCIAL ACCOUNTS

31 MARCH 2023

SUTTON ON THE FOREST PLAYGROUP & TODDLERS

ACCOUNTANTS REPORT

The attached revenue account, balance sheet and related notes have been prepared from the organisation's books and records and are in accordance therewith.

D L Benson Accountants Limited
1 The Courtyard
27 The Village
Haxby
York
YO32 3JE

26 April 2023

SUTTON ON THE FOREST PLAYGROUP & TODDLERS

REVENUE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2022	
Income			
Donations		159	60
Fees - Playgroup		28,674	21,598
Toddlers		412	516
Early Learning Vouchers		<u>40,088</u>	<u>50,315</u>
		69,333	72,489
Bank Interest		3	1
Profit on Sales of Merchandise and Functions	1	<u>1,045</u>	<u>622</u>
		70,381	73,112
Expenditure			
Insurance		671	-
Rent		8,991	6,206
Wages & Related Charges		45,775	44,934
Toys & Equipment		971	863
Consumables		767	906
Printing, Stationery & Photocopying		99	102
Training		390	35
Cleaning & Hygiene		325	135
DBS Check		18	112
Ofsted Fees		50	50
Mobile Phone		120	120
Accountancy		<u>150</u>	<u>150</u>
		58,327	53,613
Net surplus for the year	2	<u><u>12,054</u></u>	<u><u>19,499</u></u>

SUTTON ON THE FOREST PLAYGROUP & TODDLERS

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022	
Current Assets			
Barclays Bank			
- Business Saver Account		1,718	1,715
- Community Account		73,770	61,881
Cash in Hand		<u>176</u>	<u>14</u>
		<u>75,664</u>	<u>63,610</u>
Represented by:			
Accumulated Fund	2	<u>75,664</u>	<u>63,610</u>

I hereby approve and adopt the above balance sheet and attached revenue account and confirm that, to the best of my knowledge and belief, they contain the whole of the transactions relating to the organisation for the year ended 31 March 2023.

Helen Clark
Treasurer

26 April 2023

SUTTON ON THE FOREST PLAYGROUPO & TODDLERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

	2022	
	£	£
1. Profit (Loss) on Sales of Merchandise and Functions		
Amazon Smile	12	24
Bags2School	180	234
Christmas Raffle/Fair	950	900
Christmas Party	19	(26)
Halloween Raffle/Toddlers	62	-
Easter Raffle	49	96
Egg Hunt	(7)	(8)
Easyfundraising	45	65
End of the Year Party/Presents	(32)	(69)
Monk Park Farm	(234)	(594)
Jubilee Party	(25)	-
Stickins	23	-
Sutton Show	3	-
	<u>£ 1,045</u>	<u>£ 622</u>
2. Accumulated Fund		
At 1 April 2021	63,610	44,111
Net surplus for the year	12,054	19,499
	<u>£ 75,664</u>	<u>£ 63,610</u>

Treasurer's Report

Year Ended 31st March 2023

MAY 13

Sutton on the Forest Preschool

Authored by: Helen Clark



1.0 Financial Summary

The following is a summary of the audited accounts for the year ended 31st March 2023. Previous year's figures are taken from the audited accounts for the year ended 31st March 2022

1.1 Total Income for the year ended 31st March 2023

2021/2022	2022/2023	Difference
£73112	£71022.72	- £2089.28

1.2 Total Expenditure for the year ended 31st March 2023

2021/2022	2022/2023	Difference
£53613.00	£59021.82	-£5408.82

1.3 Surplus/ (Deficit)

2021/2022	2022/2023	Difference
£19499.00	£12000.90	-£7498.10

*“Another AMAZING year for Preschool.
Preschool has made a phenomenal surplus of*

£12000.90

*Please note, insurance @ £671.31 and rent @£2990.00
for 31.3.2022 have gone into this Financial year, but no
insurance or rent for March 2023*

But fees were outstanding @ £3856.34

So swings and roundabouts!

2.0 Income in the Financial Year

2.1 Donations & Grants

	2021/2022	2022/2023
Donations	£60.00	£159.05
Grants	0	0
TOTALS	£60.00	£159.05

Committee members to pursue possibility of grants

2.2 Fees

Type of Income	2021/2022	2022/2023
Playgroup Fees	£21598.00	£28973.77
NYCC Funding	£50315.00	£40086.67
Toddlers	£516.00	£412.00
TOTALS	£72489.00	£69472.44

2.3 Fundraising (Profits)

Event	2021/2022	2022/2023
Easter Raffle & Knitted creatures	£96.00	£67
Christmas Fair/Raffle/Party	£900	£990
Bags4School	£234	£180
Easyfundraising	£65	£45.19
Stinkin	£0.00	£22.83
Amazon	£24	£12.45
Halloween Raffle		£67
Sutton Prize		£3
TOTALS	£1319.00	£1387.47

Fundraising remains strong during the year.
Well done and thank-you to all the staff and committee members who put in their time and effort into these events. This is a fantastic amount.

***NEW COMMITTEE MEMBERS** – to bring new fundraising ideas/suggestions and organize and lead.*

Push/remind parents, carers, family and friends about Amazon Smile & Easyfundraising in newsletters



“Fundraising grand total £1387.47

3.0 Expenditure in the Financial Year

3.1 Staff Wages

	2021/2022	2022/2023
Wages & HMRC payments	£44934.00	£45774.83
Total	£44934.00	£45774.83

3.2 Rent & Insurance

2020/2021	2021/2022	2022/2023
Insurance	paid £671.31 in April 2022	£0
Rent	£6206.00 (£3513.09 paid in April and not included in figure)	£8991.00 (has march 2022 rent, but not march 2023 rent)
Total	£6206.00	£8991.00

3.3 Toys, Equipment and Running costs

	2021/2022	2022/2023
Toys & Equipment -assets	£863.00	£970.71
Consumables	£906.00	£431.56
Cleaning Solutions	£135	£325.34
Mobile Phone	£120.00	£120.00
Snack		£335.39
Total	£2024.00	£2183.00

3.4 Miscellaneous

	2021/2022	2022/2023
Stationary	£102.00	£98.86
Training	£35	£390
Auditors Fees	£150	£150
Ofsted Fees	£50.00	£50
DBS Check	£112.00	£18
Trips, Bus, Parties, Fair	£697 (this figure comes off fundraising)	£342.17
TOTAL	£1146.00	£1049.03

4.0 Summary & Recommendations

- *Surplus of **£12000.90***
- *Fundraising £1387.47*
- *Donations £159.05*
- *New committee members to enable more fundraising events, time to apply for grants & advertise.*
- *Money in the bank as of 31.3.23 **£75488.69** (£63610.00 31.3.22 £44111.00 31.3.21)*
- *Petty cash + £175.91*
- *Fees owing from March 2023 + £3856.34*
- *Rent not paid for March -£?*
- *Insurance not paid for March -£?*