

East Coker PreSchool, Minutes Annual General Meeting 19/10/2022 7:30pm

Attendance - Eve Dudden, Anne Nottley, Vicky Rogers, Sophie Kennedy and Amber Chaffey.

Apologies – Judi Swan and Chris Butler.

The minutes of the last AGM were read out and signed by Eve and Anne with no matters arising.

Chairperson's Report – Since Sept 21 when the new school year started we've had new families join us, and due to covid restrictions easing we were able to hold fundraisers. In Jan 22 a local family donated the funds for us to re-turf the garden, on behalf of their late mother. We started running a baby and toddlers group on a Thursday morning. In June we celebrated the Platinum Jubilee of the now late Queen Elizabeth II by painting Union Jacks for the community celebrations. We also held lots of events during the year including a Fairy Tale Trail, Easter Bonnet parade and Sports day. In August Kay retired after many wonderful years spent at the PreSchool, we would like to thank her for the years and wish her all the best enjoying time with her grandchildren.

Treasurer's Report – It's been a hard few years since the pandemic but despite that and rising costs we managed to keep the setting in profit, and with being able to fundraise again at the end of the academic year Aug 22 our outgoings were £60,000 with incomings of £71,300 which gave us a profit of £11,300. This surplus and all subsequent fundraising will be needed to support the preschool through the next challenging year.

A full copy of the Chairperson and treasurer report are available on request.

Election of officers – Sophie Kennedy, Chairperson, Amber Chaffey, Secretary

We have roles that need filling on the committee, we have the volunteer role of Treasurer. Also a paid role of Admin, the admin role will include paying wages, submitting invoices and be approx. 10hours per week, if you're interested in filling either role please speak with Eve.

The Pre-school Learning Alliance Constitution was re-adopted and signed.

The Policies have been reviewed and updated by Eve and Anne and signed by the Chairperson, copies will be emailed out to parents.

Winter Craft Fair – **19<sup>th</sup> NOVEMBER 2022, EAST COKER VILLAGE HALL 11am-3pm** Stalls are still available £15 per table, speak with Judi or Eve for more details. Lots of information on how you can support our fundraising event will be with you soon.

Mosaic Workshop with Dawn Handy – **12<sup>th</sup> November 2022, EAST COKER PRESCHOOL, 10:30am-1pm**, £20 per person all materials and refreshments provided, 16+, booking enquiries 07931266150.

50 years of East Coker preschool – **10<sup>th</sup> June 2023** We will be holding a golden treasure hunt to celebrate 50 years! The theme will be preschool related.

A.O.B – New contact email will be up and running soon, and the parish council said yes to us having a willow pen which has now been put in place for the children to enjoy and watch grow.

We are holding another meeting **9<sup>th</sup> November 2022, 7pm**, to discuss the final winter fair and agree changes to the gambling license.

**The next committee meeting is the 25<sup>th</sup> January 2023, 7pm, we need as many parents as possible to run a viable committee and make decisions in the running of the school, without your input we**

**cannot run the setting to its greatest potential, please let us know which evenings best suit you to run these meeting so we can run with the majority.**

## East Coker Preschool Report 2021/2022

This is the first report of this type I have written. When I listed what I could recall and looked back at records when my memory failed me, I was amazed what our hard working, reliable and fantastic staff and families have achieved.

September 21 saw preschool open with similar Covid infection controls and working practice. Our resilient children settled in well and embraced the setting and activities. In November, we ran our first Craft Fair since the pandemic and welcomed back new and familiar faces, £735 was raised.

Gifts and cards were made in December and Festive songs were sung outside next to an eco tree, made from sticks found on walks and fir cones, leaves, herbs and prickly sweet chestnuts. In January 22, a local family very kindly gave donations given at their mothers memorial service to the preschool. This enabled us to re-turf the garden in February, which had become a mud bath when it rained and dust bowl when the sun shone. The children loved watching the turf being laid and have benefited greatly as they love being outside in our garden. Our linked preschool East Chinnock Under Fives unfortunately had to close in January 2022 due to lack of children. As a direct result, we expanded our provision to accept 2 years olds and started running a Baby and Toddler session on a Thursday morning.

The children welcomed in the Chinese New Year in March 22, walking in a line around the whole setting and outside, making lots of loud noise. They so enjoyed this that it was repeated several times over the week(s). We also had help from a student doing a week of work experience, she spent a lot of time in the book corner reading to the children. In April 22 we held an Easter Egg Hunt, Easter Bonnet parade, raffle and coffee morning. The children enjoyed searching for eggs and the Easter Bonnets were brilliant.

In May there was lots of fun painting a May Pole, attaching ribbons and 'dancing'/weaving the ribbons, the children followed instructions and wanted to repeat the experience again and again! During the summer term the Talk Boost was run for 9 weeks. The setting was lucky to get this ICAN Speech and Language intervention for free as part of the support available post Covid. It was so popular and successful, it will return. In June the preschool was asked to paint two Union Jack flags to put next to the doors at the Pavilion during the village celebrations of Queen Elizabeth 2<sup>nd</sup> Platinum Jubilee. We also held a fundraising Fairy Tale Trail which successfully raised £354. In July, the preschool visited East Coker Primary School to support transitions for the first time since the Pandemic. It was lovely to see the school and enable the children to visit the school before some of them start in September. On one of the hottest days ever, World Life creepy crawlies visited the setting, the children were so focused, brave and interested in the creatures they met. We were lucky and the temperatures dropped, we held Sports Day first thing in the morning, the children eagerly took part in Egg and Spoon Race, Sack Race, running, skipping, bean bag on head and the 3 legged race.

In August, we ran holiday summer sessions for 3 weeks and supported several families who needed emergency childcare when their setting temporarily closed without notice. Finances were tight and the hard decision to raise the hourly fee rate was made in the Summer Term

and it was agreed to charge for snacks (families can opt out and provide healthy snack by letting us know).

August was also the time to say a fond goodbye to Kay Storde who retired from her manager role after too many years service to remember. In line with her request she retired quietly and now has time to fully enjoy her grandchildren and family, garden, holidays, coffee and cake and walking her dogs.

We look forward to the coming year, in 2023 the preschool will have been at The Pavilion for 50 years – celebrations will be held!

# East Coker Pre-School Playgroup

## Profit and Loss Report

01 September, 2022 - 31 August, 2023

### Sales

0600 - Craft Fair Income	1,160.89	
4100 - Child Fee Age 2	9,835.58	
4101 - Child Fee Age 3+	7,131.50	
4106 - Milk Refunds	218.38	
4107 - Preschool Fundraising	1,328.15	
4108 - Easy Fundraising	43.51	
4113 - Grants	39,411.75	
4114 - Snack Fee	661.50	
4117 - Admin Charge	140.00	
4118 - Uniform	30.00	
4900 - Other income	748.61	
4911 - Bank interest received	382.07	
7890 - Holiday Club	12.50	
	<b>Total Sales</b>	<b>£61,104.44</b>

### Direct Expenses

0007 - Fruit	12.50	
0009 - Gifts	250.00	
0300 - Fundraising Costs	160.00	
0400 - Craft Fair Costs	305.49	
0500 - Courses	680.00	
1234 - Petty Cash	1,550.00	
5060 - Other Direct Expenses	20.00	
	<b>Total Direct Expenses</b>	<b>£2,977.99</b>

	<b>GROSS PROFIT / LOSS</b>	<b>£58,126.45</b>
<b>Overheads</b>		
0001 - Stationery	49.99	
0002 - Preschool Resources	1,913.09	
7000 - Employee Wages and Salaries	67,512.24	
7100 - Rent	5,844.00	
7200 - Electricity	1,242.41	
7520 - Office Stationery	550.11	
7530 - Telephone	104.59	
7610 - Accountancy Fees	118.00	
7630 - Business Insurance	354.38	
8210 - Subscriptions	203.00	
8220 - Clothing Costs	219.87	
8230 - Training Costs	268.00	
	<b>Total Overheads</b>	<b>£78,379.68</b>
	<b>NET PROFIT / LOSS</b>	<b>-£20,253.23</b>

# East Coker Pre-School Playgroup

## Balance Sheet Report

To: 31 August, 2023

### ASSETS

#### Fixed Assets

**Total Fixed Assets** £0.00

#### Current Assets

1100 - Trade Debtors 286.92

1200 - Natwest - Current Account 10.00

1210 - Cash 110.40

1220 - Natwest - Reserve Account 32,285.13

**Total Current Assets** £32,692.45

**TOTAL ASSETS** £32,692.45

### LIABILITIES

#### Current Liabilities

**Total Current Liabilities** £0.00

#### Future Liabilities

**Total Future Liabilities** £0.00

**TOTAL LIABILITIES** £0.00

**TOTAL NET ASSETS** £32,692.45

**EQUITY**

Net Profit / Loss	32,692.45	
3100 - Profit and Loss Account	52,945.68	
Net Profit / Loss (prior year(s))	0.00	
Net Profit / Loss (current year)	-20,253.23	
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	<b>TOTAL EQUITY</b>	<b>£32,692.45</b>
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Section A Independent Examiner's Report

Report to the trustees/ members of East Coker Pre-School Playgroup

On accounts for the year ended August 31st 2023 Charity no (if any) 1027421

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

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").

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.

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:
- 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: CH Howes Date: 11.06.24

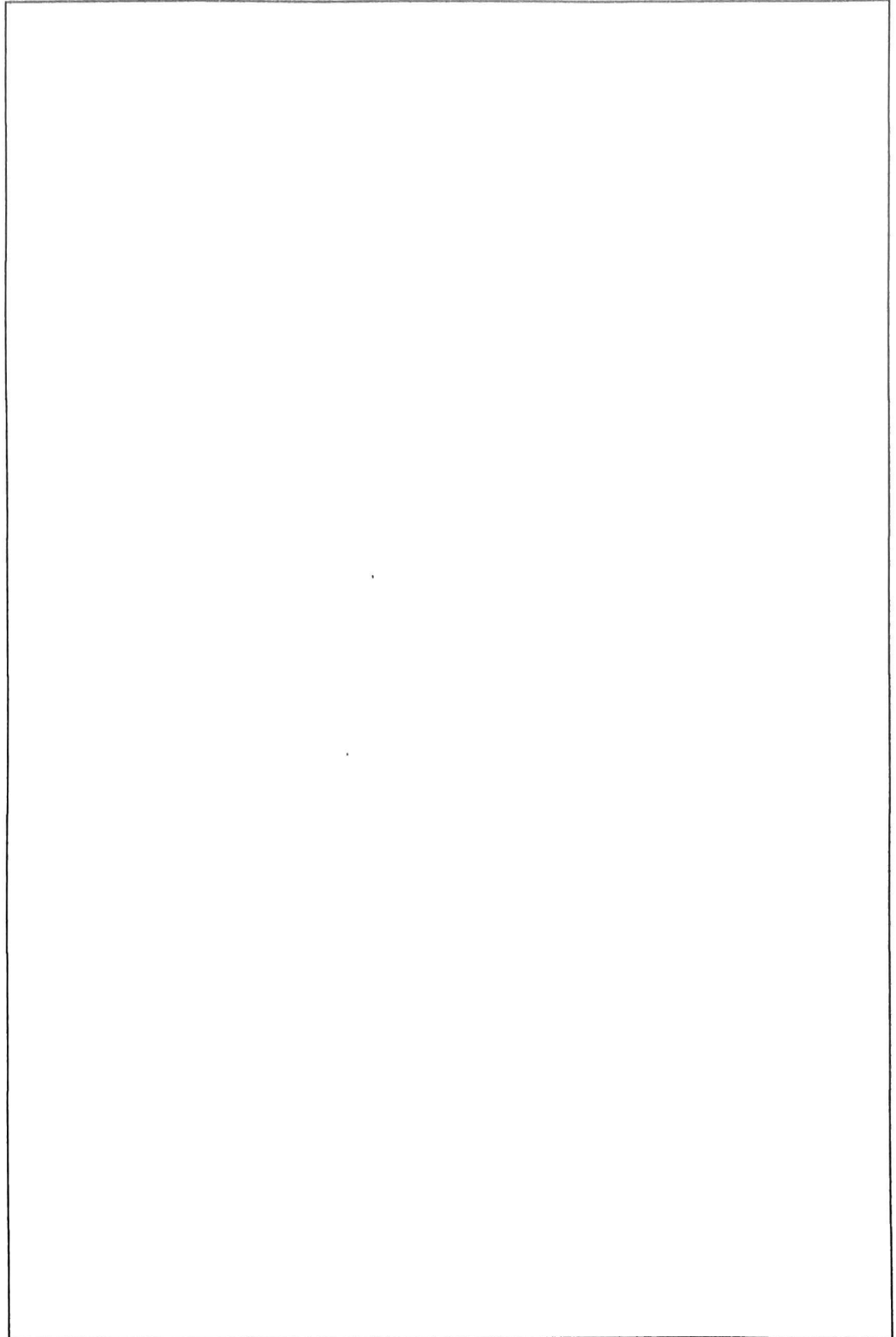
Name: Craig Howes

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

Address: 22 Watercombe Heights Yeovil BA20 2TA

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



East Coker Pre-School Playgroup  
Accounts ending 31st August 2023

SAGE code	MONEY IN	31-Aug-23	31-Aug-22
600	Craft Fair	1160.89	285.00
4100	Child Fees age 2	9835.58	
4101	Child Fees age 3+	7131.5	13302.14
4106	Milk Refunds	218.38	107.57
4107	Preschool Fundraising	1328.15	1,897.16
4108	Easy fundraising	43.51	-
4113	Early Learning Grant	39411.75	55,386.04
4114	Breakfast/Lunch/ snack fee	661.5	6.57
4117	Admin charge	140	-
4118	Uniform	30	10.00
4900	Other income- bowling, refunds	748.61	5.00
7890	Holiday club	12.5	329.1
4911	Bank Interest	382.07	21.39
			-
			-
	<b>TOTALS</b>	<b>£61,104.44</b>	<b>£71,349.97</b>

SAGE code	MONEY OUT	31-Aug-23	31-Aug-22
1	Stationery stamps	49.99	50.00
2	Preschool resources and garden	1913.09	1510.91
7	Fruit	12.5	0.00
9	Gifts	250	65.00
300	Fundraising costs	160	0.00
400	Craft Fair costs	305.49	410.00
500	Courses	680	535.00
1234	Petty cash Consumables	1550	1588.77
5060	Other direct expenses	20	0.00
7000	Wages - Inc HMRC and NEST pension	67512.24	47324.37
7100	Rent	5844	6621.89
7200	Electricity	1242.41	
7520	Office stationery	550.11	982.84
7530	Telephone	104.59	0.00
7610	Accountancy-sage /computer repair	118	221.40
7630	Insurance and Pre-school learning alliance( 2022	354.38	602.99
8210	Subscriptions	203	193.00
8220	Clothing costs	219.87	0.00
8230	Training costs & Ofsted	268	50.00
	<b>TOTALS- direct and overheads</b>	<b>£81,357.67</b>	<b>£60,134.17</b>

80975.6

	31-Aug-23	31-Aug-22
Receipts over payments for the year	-£20,253.23	11215.8
<b>CURRENT ASSETS</b>		
Natwest Current	10	10
Natwest Reserve	32285.13	52235.62
Petty cash at hand	110.4	700.5
Trade debtors	286.92	
	<u>32692.45</u>	<u>52945.68</u>
<b>REPRESENTED BY</b>		
Balance at 31.8.22	52945.68	41729.88
Excess Receipts over Payments	-£20,253.23	11215.8
	<u>32692.45</u>	<u>52945.68</u>