

Buttercross pre-school AGM Meeting
Tuesday 10th October 2023 7pm

Present – Nicola Vaughan, Tracey Marrs, Natalie Hayden, Rebecca Chalke, Kira Hazeldine, Holly Ioff, Fillipa Batista, Leanne Taylor, Rachel Bartram, Laura

Big thank you to all staff who have worked so hard this past year!

Agenda and to do's

New noticeboards purchased and awaiting Martin to install these.
Social Media Manager is needed to help run our pages.
Push 'easy fundraising' in the run up to Christmas
Staff Bonus – Discuss next meeting.
Speak with Mark to create a 'Vale' design and potential discount for Buttercross
Laura to ask Bradshaw's about tree cutting so we are able to keep on top of it
Dads' night – Curry and quiz? – Discuss more next meeting
Advertise prosecco glass hire
Redo a step by step (screenshot) on applying for DBS
Discuss about taking back the website so we can edit and run in house

Outstanding issues from last meeting

N/A

Managers report

Tracey's report

Chairs report

Nicola's report

Financial report

Holly's report

Fundraising

Discuss more in next meeting

Staffing

Discuss Bonus & Holly mentioned about pay review and minimum wage raising April 2024



| | |
|------------------------|---------|
| Buttercross Pre School | 1027894 |
|------------------------|---------|

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| CC16a |
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Receipts and payments accounts

| | | | |
|---------------------|-------------------------------|----|------------------------------|
| For the period from | Period start date 4/1/2022 | To | Period end date 3/31/2023 |
|---------------------|-------------------------------|----|------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Fees & Grants | 127,169 | - | - | 127,169 | 133,143 |
| Uniforms | 284 | - | - | 284 | 375 |
| Fundraising | 3,539 | - | - | 3,539 | 5,201 |
| Other | 1,942 | - | - | 1,942 | 2,503 |
| Bank interest | 767 | - | - | 767 | 51 |
| | | - | - | | |
| | | - | - | | |
| | | - | - | | |
| Sub total(Gross income for AR) | 133,701 | - | - | 133,701 | 141,273 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 133,701 | - | - | 133,701 | 141,273 |
| A3 Payments | | | | | |
| Wages | 117,124 | - | - | 117,124 | 112,175 |
| Premises costs | 2,342 | - | - | 2,342 | 2,821 |
| General running costs | 14,240 | - | - | 14,240 | 7,510 |
| Materials, consumables, equipment | 5,088 | - | - | 5,088 | 6,221 |
| Subscriptions | 119 | - | - | 119 | 1,291 |
| Advertising | 195 | - | - | 195 | 180 |
| Miscellaneous | 1,051 | - | - | 1,051 | 1,639 |
| | | - | - | | |
| | | - | - | | |
| Sub total | 140,159 | - | - | 140,159 | 131,837 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 140,159 | - | - | 140,159 | 131,837 |
| Net of receipts/(payments) | - 6,458 | - | - | - 6,458 | 9,436 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 214,907 | - | - | 214,907 | 205,471 |
| Cash funds this year end | 208,449 | - | - | 208,449 | 214,907 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Bank accounts | 208,337 | - | |
| | Pre-pay card | 112 | - | |
| | | - | - | - |
| | Total cash funds | 208,449 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|--------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|----------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|--|---------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|----------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

| | | | |
|---|-----------|------------|------------------|
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval |
| | | | |



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Buttercross Pre-School

On accounts for the year
ended

31st March 2023

Charity no
(if any)

1027894

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

25/08/2023

Name:

Sally Ashmore

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

ACCA

Address:

Ashmore & McGill CCA Ltd

1 Fisher Lane, Bingham, Nottingham, NG13 8BQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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

A large, empty rectangular box with a thin black border, occupying the central portion of the page. It is intended for the user to provide details of items for disclosure as requested in the text above.