



## **ANNUAL GENERAL MEETING**

**Monday 4<sup>th</sup> October 2021 @ 7.00pm on Zoom**

### **AGENDA**

1. Apologies for absence - Anna Zieba, Sarah Thomas, Kayleigh Wade, Keeley Holbrook, Michelle Harris, Mandy Wallace and Victoria Teehan
2. Attendees - Jen Keenor, Sarah Turner, Mandy Goff, Amelia Joyner, Zoe Glancy, Alex Fox, Steph Allery, Jack Madge, Lisa Jee, Cory O'Donoghue, Nick Moore, Louise Berry, Christina Horton, Kate Robertson, Dan Holden, **Emma Hardy**, James Shere, Michael Mc Donald, Victoria Hellier, Mat Ballard, Jodie Murray, Sophie Held
3. Minutes of the AGM held on 16<sup>th</sup> November 2020  

These have been circulated. Proposed by Alex and second by Zoe
4. Matters Arising  

There are no matters arising from the last meeting.
5. Chairpersons Report - see attached report
6. Treasurers Report - see attached report
7. Present the Main A/C & Fundraising Accounts

Accounts were sent electronically before the meeting to all parents who requested to join the AGM link.

Accountant - Batchelor & Co.

Proposed by Alex  
Second by Zoe

8. Election of Officers and Committee

Chairperson - Jack Madge - proposed - By Alex Fox, Seconded by Jenny Keenor  
Vice-chair - Nick Moore - proposed by Alex Fox Seconded by Zoe Glancy  
Treasurer - Zoe Glancy - proposed by Alex Fox, Seconded by Sarah Turner  
Secretary - James Shere - proposed by Alex Fox seconded by Sarah Turner

Committee - Kate Robertson, Jenny Keenor, Jodie Murray, Christina Horton, Lisa Jee, Cory O'Donoghue, Lisa Berry, Amanda Ballard - Proposed by Alex Fox and Seconded by Satrah Turner.

9. Sign the Constitution and Policy Documents

This was shown by Mandy - copies will be given to new committee members.

10. Pre-school Leaders Report - see attached report
11. Any other Business - nothing was raised.
12. Date of next AGM - Monday 26<sup>th</sup> September 2022
13. Date of Committee meeting - **2<sup>nd</sup> December 7.30pm**

**Cullompton Pre-School**

**Income and Expenditure Account**

**For the year ended 31st August 2021**

**Income**

Fees	20,872
Early Years Funding	151,634
Uniform Sales	882
Sundry Income	219
Interest Received	15
Fundraising Surplus	1,818
Grant	400
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	175,840

**Expenditure**

Wages	145,332
Equipment & Hut Maintenance	13,908
Rent	2,812
Electricity	1,592
Gas	-
Water	-
Telephone	2,232
Insurance	1,186
Printing, Stationery & Postage	2,748
Session Budget	2,649
Uniform Purchases	1,604
Training Costs	4,524
Accountancy	351
Sundry Expenses	239
Bank Charges	93
Cash Floats Drawn	880
Donations	-
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	180,150

**Deficit of Income over Expenditure**

£ (4,310)

We have prepared this Income & Expenditure Account from the records and explanations provided and certify it to be in accordance therewith.

Batchelor & Company  
Accountants

**Cullompton Pre-School**

**Balance Sheet as at 31st August 2021**

Balance brought forward at 1st September 2020	85,887
Deficit of Income over Expenditure	(4,310)
Balance as at 31st August 2021	<u>£ 81,577</u>

Represented by:-

Balances at Barclays Bank plc

~ Community Account		24,335
~ Business Tracker Account		
Opening Balance	62,510	
Internal Transfers Fundraising a/c		
Internal Transfers Community a/c	(5,280)	
Interest	<u>12</u>	
		57,242
		<u>£ 81,577</u>

## Cullompton Pre-School Fundraising Account

### Income & Expenditure Account

For the year ended 31st August 2021

#### Income

Photographs	386
Summer Fete	1,197
Tea Towels	245
Sponsored Bike Ride	2,104
Xmas Cards	387
Colouring Comp	59
Dress Up Events	56
Tesco Book Sales	1,120
Extra Curricular Activities	-
Sundry Income	211
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	5,765

#### Expenditure

Summer Fete Expenses	-
Extra Curricular Activities	5,300
Book Orders	30
Xmas Cards	302
Xmas Gifts	160
End of Year Gifts	165
Bank Fees	130
Tea Towels	120
Photo Session	-
Sundries	103
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	6,310

**Deficit of Income over Expenditure** £ (545)

## Cullompton Pre-School Fundraising Account

### Balance Sheet as at 31st August 2021

Balance at General account as at 1st September 2020	5,367
Petty Cash at 1st September 2020	-
Less Deficit of Income over Expenditure	(545)
	<u>£ 4,822</u>
Less: Transfers to Other Pre-School Accounts	-
Balance at General account at 31st August 2021	4,822
Petty Cash at 31st August 2021	-
	<u>£ 4,822</u>

## **Independent examiner's report to the members/trustees of Cullompton Pre School**

I report on the accounts for the year ended 31<sup>st</sup> August 2021.

### **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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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:

(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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

*Batchelor + Company*

Marie Johns FCCA  
Batchelor & Company

Charlton House, Cullompton, Devon EX151AE

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