

Pre-School AGM 13<sup>th</sup> March 2024

Treasurers Report.

For the year 2022/23 expenditure came in at £71,793 (£70,437 2021/22) against income of £72,658 (£68,957 2021/22) resulting in £865 profit for the year.

The bank balances on 31<sup>st</sup> August 2023 were £20,083 in the current account with £13,451 in the reserve account and petty cash £527. It should be noted the money in the reserve account must be held solely for ensuring the Charity have enough funds to pay for staff redundancies if the pre-school had to close for any reason. These are the figures reported to Charities Commission and it should be noted that the accounts are prepared on a receipts and payments basis.

### **Income**

Fees funded by Devon County Council were up on the previous year by £5,800 but fees paid by parents were down by £2,178.

The fundraising events this year raised £1,742

### **Expenditure**

Funds have been used to replace various items and equipment.

Wages as expected is the largest expenditure.

The preschool has performed well this year with numbers of children attending and staff have created a happy enjoyable environment place to start their independent learning. Well done all involved.

## **Malborough Pre-School and Playgroup - Charity number 1029864**

### **AGM Wednesday 13<sup>th</sup> March 2024 - Chair's Annual Report Sept 2022 to Aug 2023**

#### **Committee Members**

Joey Rowell – Chairperson

Sue Elliot - Treasurer

Mel Showler – Company Secretary

Holly Showler- Safeguarding Officer

#### **Pre- School Staff**

Jayne Brodie - Manager

Gemma Walsh – Assistant Manager

Lucy Edmunds

Sharon Anniss

Jess Brodie

Kelly Couch (resigned part year)

Debbie Rundle

#### **Overview**

Another good year for the Pre-school with good numbers attending and a great team of staff. The arrival of the duck eggs in June was a great experience for the children who got to experience the eggs hatching and helping to care for the ducklings who now remain residents of the back garden.

The children have enjoyed visits from Helen's Sound Meditation and Sue from Tesco's throughout the year. The Christmas nativity at Malborough Church and lots of fun activities to celebrate the Kings Coronation in May.

Munchkins was bought back in November 22 when Debbie Rundle kindly offered to run the sessions for free, but sadly due to low attendance these did not continue into Sept 23.

#### **Fundraising**

- Sponsored walk
- Pub quizzes @ The Old Inn
- Several raffles throughout the year
- Bingo

A big thank you to all committee members, Jayne & Jess for all their help with the events.

#### **Staff**

We have a great group of staff at the Pre-School. Since our last meeting there have few staff changes, Kelly Couch has resigned and Lucy and Debbie have returned on limited hours. Jayne, Gemma, Sharon and Jess have remained in their positions. The staff all work incredibly hard to ensure the children's

safety and wellbeing, while at the same time ensuring they have a great day every day that they attend.

### **Policies**

Pre- School policies and constitutions are reviewed by Jayne in-line with Ofsted recommendations. These are then reviewed and signed by myself and are available to view at Pre-School for parents and staff.

### **Maintenance**

Minor works are completed over the summer holidays by Jayne, Jess and Nick. The storage shed in the garden was replaced to provide a better space for the outdoor equipment. Tree works have been completed by school contractors. Alan Bensted has been carrying out some garden maintenance for us, and has very kindly offered to do this free of charge.

## Managers Report

Good evening ladies and gentlemen welcome to Malborough Pre-school AGM.

Firstly, I would like to thank the committee for their hard work and support with fundraising events this year. I would like to thank all my staff for their hard work and dedication throughout the year. We continue to evaluate our practice and working together within our roles has strengthened the way we implement our knowledge into everyday practice. We started the autumn term with 24 children on the register. Staffing the busy sessions accordingly with Jayne, Gemma, Sharon, Jess and Kelly. All staff have been keeping up to date with relevant training.

### Autumn Term 2022

As we leave the autumn and winter begins the children have enjoyed making fire work pictures and decorating Diwali patterns.

We have walked around the village and paid a visit to the church.

At circle times we have all enjoyed lots of singing and listening to our favourite stories such as the 'The Gruffalo' 'The Gruffalo's Child' and 'Room on the Broom' We have added a new story to our library called 'The Smeds and the Smoos' giving us the opportunity to learn new words.

We had a chilly but fun filled few weeks before Christmas. We made lots of Christmas crafts, sang lots of Christmas songs and had our nativity in the church. Thank you to all those who came along – the children had lots of fun performing. We also made lots of Christmas bakes. Sue from Tesco came in and we made Gingerbread shapes. We especially enjoyed making mince pies and sausage rolls.

We got to go and join in with Primary School Christingle Service. The children also got to go and enjoy watching the older children perform in their nativity performance.

### Spring Term

We are starting to see signs of spring in the garden and the children have been out exploring. The crocuses have given lots of opportunity for conversation on growth and the changing season.

We have a new selection of dressing up clothes that the children have been enjoying. They have been taking on different job roles including pilots and doctors as well as dressing up as superheroes and characters from their favourite stories and films.

The children enjoyed a trip to East Soar farm for a special Easter experience.

We have been forging strong links with the primary school. The children who are due to start school in September have been visiting once a week for phonic sessions and staying to have their lunch in the dining room. The children enjoy returning to tell the other children of their experience and share their new gained knowledge of letters and sounds.

The children enjoyed celebrating the Kings Coronation. We made crowns, coronation cupcakes and jam sandwiches. Everyone received a gift of a bag to commemorate.

The sun has been shining giving lots of learning opportunities in the garden. Lots of recipes have been created in our mud kitchen. We have enjoyed the story of the Little Red Hen. We look forward to planting some seeds of our own and watch them grow.

An outside session of music and meditation was provided by 'Helen's Sound Meditation'. We all had the opportunity to explore the sounds different instruments make and relax using different breathing techniques.

#### Summer Term

What a fun filled summer term we have had. We welcomed five ducklings into Pre-school. The children had a wonderful experience watching ducks hatch and grow. They have enjoyed caring for them and watching them splash around in their pool.

Spider-man appeared on the wall for the village scarecrow competition.

We took a walk around the village for our annual sponsored walk. We got to see lots of animals and flowers along the way. We finished off with a play in the park and then went back to Pre-school for a picnic in the garden.

The children had fun at the village hall at our end of term party with Crunchy. They enjoyed a disco and a bouncy castle!

The Summer term ended with 29 children on the register. Lucy returned from maternity for one day a week and Debbie returned also for one day a week.



## Receipts and payments accounts

CC16a

For the period  
from

01/09/2022

To

31/08/2023

### 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 £
<b>A1 Receipts</b>					
Income - Fees and Hot Lunches	4,855	-	-	4,855	7,033
Income - DCC Funding	65,474	-	-	65,474	59,674
Income - Fundraising	1,742	-	-	1,742	2,235
Income - Donations	500	-	-	500	10
Bank Interest Received	87	-	-	87	5
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>72,658</b>	<b>-</b>	<b>-</b>	<b>72,658</b>	<b>68,957</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>72,658</b>	<b>-</b>	<b>-</b>	<b>72,658</b>	<b>68,957</b>
<b>A3 Payments</b>					
Staff Costs	58,602	-	-	58,602	56,762
Rent and Rates	2,550	-	-	2,550	1,800
Light and Heat	2,160	-	-	2,160	1,176
Insurance	1,576	-	-	1,576	-
Telephone	562	-	-	562	998
Repairs and Maintenance	258	-	-	258	5,019
Equipment renewals	1,650	-	-	1,650	514
Training	78	-	-	78	-
Books/Resources	2,841	-	-	2,841	1,375
Cleaning	496	-	-	496	882
Sundry expenses	462	-	-	462	918
Computer and Software	408	-	-	408	614
Website and Advertising	150	-	-	150	379
	-	-	-	-	-
<b>Sub total</b>	<b>71,793</b>	<b>-</b>	<b>-</b>	<b>71,793</b>	<b>70,437</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>71,793</b>	<b>-</b>	<b>-</b>	<b>71,793</b>	<b>70,437</b>
<b>Net of receipts/(payments)</b>	<b>865</b>	<b>-</b>	<b>-</b>	<b>865</b>	<b>- 1,480</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>33,196</b>			<b>33,197</b>	<b>34,676</b>
<b>Cash funds this year end</b>	<b>34,061</b>			<b>34,676</b>	<b>33,196</b>

# 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 £
<b>B1 Cash funds</b>	Santander Current	13,451	-	-
	Santander Deposit	20,083	-	-
	Petty Cash	527	-	-
	<b>Total cash funds</b>	<b>34,061</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))				


Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>		-	-
		-	-
		-	-
		-	-
		-	-

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

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	S M Elliott	27/9/23



**Report to the trustees/  
members of** Malborough and South Huish Pre School

**On accounts for the year  
ended** 31<sup>st</sup> August 2023 **Charity no  
(if any)** 1029864

**Set out on pages** 1 to 2

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").

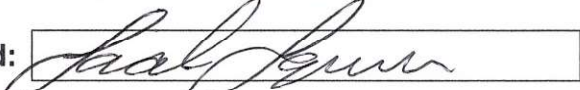
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement** I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ \*) 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:**  **Date:** 8/12/23

**Name:** SARAH SQUIRE

**Relevant professional  
qualification(s) or body  
(if any):** OCR Book keeping + Accounting

**Address:** 8 TOWNSEND ROAD,  
WEST ALWINGTON  
TQ7 3PZ

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.