

Profit and Loss  
 Jigsaw Pre-School  
 For the year ended 31 August 2023

Account	2023
<b>Turnover</b>	
Fees	36,655.87
Local Authority Funding	54,570.56
Total Turnover	91,226.43
<b>Cost of Sales</b>	
PAYE & NI	2,536.67
Staff Pensions	2,338.15
Teaching Supplies	399.03
Wages & Salaries	85,423.06
Total Cost of Sales	90,696.91
<b>Gross Profit</b>	<b>529.52</b>
<b>Administrative Costs</b>	
Bank Charges	160.23
Cleaning	16.50
Computer & Website Expenses	2,461.04
Computer Costs	839.88
Decorations & Furnishings	15.86
Equipment Maintenance	909.83
Equipment Storage	3,358.47
Gas & Electricity	3,732.64
General Expenses	2,196.68
Groceries & Lunches	605.90
Hire of Equipment	184.67
Insurance	422.09
Legal & Professional Fees	40.00
Medical & Hygiene Equipment	1,611.46
Payroll	1,100.91
Play Equipment	90.77
Printing, Postage and Stationery	468.69
Rates & Council Tax	251.43
Rent @ Needham Market	3,742.48
Staff Events	106.70
Subscriptions & Licenses	796.01
Telephone	1,735.41
Training	76.80
Uniform & Clothing	158.66
Total Administrative Costs	25,083.11
<b>Operating Profit</b>	<b>(24,553.59)</b>
<b>Other Income</b>	
Donations Received	1,012.45
Total Other Income	1,012.45
<b>Profit on Ordinary Activities Before Taxation</b>	<b>(23,541.14)</b>
<b>Profit after Taxation</b>	<b>(23,541.14)</b>

## Independent examiner's report to the trustees of Jigsaw Pre School

I report to the charity trustees on my examination of the accounts of Jigsaw Pre School (the Trust) for the year ended 31 August 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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Examiner

Mr J Mitchell

A handwritten signature in black ink, appearing to be 'J Mitchell', written in a cursive style.

19<sup>th</sup> June 2024

Mark Poole (Trustee) provides services to the charity through his business, ICT in Schools, on an arms length basis as follows.

IT Support to Microsoft 365 and supply of Digi Table and Computer\Laptop repairs.

### **Chair Person report**

During the year of 2022-2023 Jigsaw is in the process of rebuilding after the pandemic.

To carry out this process it was necessary to employ more staff in order to allow more children to attend the setting

It is a "Chicken and Egg" situation whereby lack of staff means that Jigsaw cannot bring in more children unless it has staffing to cover the ratio but by increasing staff it means Jigsaw had to dip into its reserves to support the additional cost.

This has created a trading loss but was expected and it is now starting to correct itself at the end of the trading year as children levels increase.

Other than that, Jigsaw is performing well and carrying out all of its normal day to day interesting and exciting activities for the children as highlighted in the Managers report.

The committee would like to thank the setting Manager's and their staff teams for all their hard work in making Jigsaw a great place for parents to bring their children.

### **Executive Managers Report 2023**

#### **Charitable activities**

Jigsaw Pre School (Sproughton)

Child numbers in September 2022 were low, these doubled by September 2023.

Initially staffing was low, we then increased staffing as and when Numbers increased. Meaning both settings at times were over staffed.

#### **Sproughton Setting**

In December we had a Christmas Stay and Play for parents/carers which was very well attended followed by Christmas songs.

The Children enjoyed a Xmas party with a visit from Father Christmas.

During the Summer term Jigsaw had an open day to promote the setting.

The children and their parents went for a minibeast hunt to the Millennium Green in Sproughton, and parents evenings were held.

Sports day took place on the school field which was well attended by parents and carers.

We had a summer stay and play which parents/carers also attended. There was an end of term party and 3 children graduated, the graduation was small but a lovely time was had by all.

### **Needham Market Setting**

We had a number of staff changes during the year due to personal reasons.

The children enjoyed a Christmas Party with a visit from Father Christmas at the setting in December along with a Xmas stay and play for the parents/carers and a Xmas sing along

In the summer there was a sports morning, and end of term party and a Graduation for the children that were moving on to a reception class

Thanks to our chairperson for all his hard work and to the rest of the Committee for their support throughout the year, and a huge thanks to all the staff for their hard work and dedication in both settings throughout this year.