

AGM Meeting:	Great Bowden Pre-School
Attendees:	Anne Steed Chairperson Diana Cancelliere Treasurer Lucy Kilmister Secretary Kate Saunders Becky Ainscough
Apologies	.
Date:	23rd June 2025 2.15pm

Ref.	Detail	By Who	By When
	The Committee met. These notes set out the main areas of discussion, numbered and titled for ease of reference.		
1.	Apologies As above		
2.	Approval of Annual General Meeting Minutes held 30th January 2024 . The Minutes were reviewed and approved by all.		
3.	Approval of Financial Statements – Year ending 31st August 2024 Diane Cancelliere had prepared the Income and Expenditure Accounts. The accounts have been independently examined by Eddie Harman. (Ellipse Accountants and Business Advisers)		

4	<p>Resignation of Committee Members Election of Officers & Committee Members</p> <p>Chairperson –Anne Steed DC proposed and KS seconded. Secretary – Lucy Kilmister Secretary AS proposed and DC seconded. Treasurer – Diane Cancelliere Treasurer proposed LK seconded AS Committee Members – Kate Saunders proposed DC seconded BA Becky Ainscough - proposed AS seconded LK</p> <p>Noted there are now 5 committee members</p>		
5	<p>Any other business / questions / answers from parents and guardians</p> <p>Fund Raising</p> <p>Fire fighters clothing collection still ongoing, will remind parents via FB. Deborah has applied to the Rotary swimming marathon and successfully we were awarded £350.00, where we purchased buggies bands and beanbags.</p> <p>Discussed apprenticeships, Rosie has now completed her level 3. Nichola has now completed her level 2 and now starting her level 3. Anne-marie has started her level 3 and Kate has also started her level 3. This will mean all our staff will be level 3.</p> <p>Diane is still undertaking the manager’s position and completing paper work at home. Carrie and Jo are doing the day to day running of the group which seems to be working well.</p> <p>Discussed the fees. The minimum wage has gone up to £12.21 plus there is now additional cost with tax threshold being lowered. However accounts look good at the moment so it was decided not to put up the fees at present. Plus at the moment there are not many parents having to pay so it wouldn’t make a huge difference.</p> <p>Discussed about getting a letting agreement from the church hall, how much notice period they would give us.</p>		
7.	<p>Date, time and venue of the next committee meeting</p> <p>To be decided.</p>		
	<p>There being no further business, the meeting was adjourned at 3.00 pm.</p>		



Receipts and payments accounts

For the period from	Period start date 01/09/2023	To	Period end date 31/08/2024
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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 Received from Parents	£33,792.00			33,792	37,035
Funding Received	91,994			91,994	103,563
Fees from prior year				-	
Fundraising - Other	750			750	758
Bank Interest	761			761	230
Farm trip and Christmas party	£285.00			285	347
Photo Income				-	
Other Income				-	1,500
Sub total (Gross income for AR)	127,582	-	-	127,582	143,433
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	127,582	-	-	127,582	143,433
A3 Payments					
Wages/National Insurance/Tax/Pensions	102,680			102,680	84,195
Rent of Church Hall	10,520			10,520	11,220
Insurance and Subscriptions	902			902	827
Office Equipment	694			694	346
Equipment and Activity Material	3,277			3,277	3,561
Trips	385			385	560
Telephone	139			139	121
Milk and Refreshments	793			793	620
Staff Entertaining	£450.50			451	668
Accountancy	540			540	792
OFSTED				-	-
Training	1,145			1,145	-
Other	265			265	85
Sub total	121,791	-	-	121,791	102,995
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	121,791	-	-	121,791	102,995
Net of receipts/(payments)	5,791	-	-	5,791	40,438
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	151,248	-	-	151,248	110,810
Cash funds this year end	157,039	-	-	157,039	151,248

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	Barclays Bank	100,722	-	-
	Deposit Account	56,270	-	-
	Petty Cash	47	-	-
	Total cash funds	157,039	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	HMRC PAYE	1,723	-	
	NEST	228	-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Great Bowden Pre School

**On accounts for the year
ended**

31st March 2024

**Charity no
(if any)**

1039424

Set out on pages

3 & 4

(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 material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I 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: *E. J. Harman*

Date: 25th February 2025

Name: Edward Harman

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

MAAT

Address: 43a St Marys Road, Market Harborough, LE16 7DS

Section B**Disclosure**

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.

None