

Amber Pre-School AGM Meeting Main Hall, Scout Hut 9.15am,  
12.06.2023

### **Attendees**

Julie Ward  
Ceri Turner  
Emma Stocker  
Cheryl Smith  
Nadia Ross

### **Minutes**

#### 1. Welcome

Julie welcomed all to the meeting.

#### 2. Apologies

Rosalind Bivand  
Caitlin Twaites  
Stephanie Ward

3. Minutes of the last meeting were read through and no issues were raised.

#### 4. Chairpersons report

See attached

#### 5. Financial administrators report

See attached

#### 6. Staff report

As no 4 of these minutes

#### 7. Administrators report

As no. 4 of these minutes

#### 8. Stand down of current offers and committee

All stood down

#### 9. Election of new officers and committee

Chair - Julie Ward (proposed by Ceri and seconded by Emma)  
Vice Chair – Stephanie (proposed by Emma and seconded by Julie)  
Secretary - Emma Stocker (proposed by Julie and seconded by Nadia)  
Treasurer - Rosalind Bivand (proposed by Julie and seconded by Emma)  
Fundraising     Nadia Ross  
                         Cheryl Smith

#### 10. Date of next meeting

September TBC date

#### 11. Any other business

Nearly New Sale was mentioned – fundraising team to follow up.

## Amber Preschool Accounts

Date- April 2023

From: Month March 9th 2022

To: Month April 8th 2023

### Income

### Period

Fees from Parents inc. F.School

Fees from WSCC

Vouchers

### **TOTAL INCOME:**

### **Fundraising Account Balance**

### Expenditure

Wages

Rent

HMRC

Phone/website domain

Ofsted

Dads Day

Training/Courses/DBS

Gifts/Thank you's

Supplies and refreshments

Charges

Computing/ink/Stamps

Cleaning

Fundraising Xmas

Amazon

Advertising/Lanyard cards/Uniform

Tapestry

Early Years Alliance

Refunding fees

Pensions Fine

Outings

Craft/Toys/ipads/Posters

### Money in

Photo commission

Refund

Cash

Gift from parent (much loved)

### Total in:

### Amber Acc. Balance

### Fundraising Acc. Balance

**Community Savings Acc Balance**

For:

Redundancy

Astro Turf/ Maintenance

(To be reviewed next year)

## Current Account and Fundraising Account

### Year to Date

£19,156.26  
£76,704.44  
£3,580.40

**£99,441.10**

**£591.34**

£55,580.96  
£11,468.10  
£4,982.14  
£353.98  
£50.00  
£20.00  
£878.88  
£56.68  
£291.57  
£136.75  
£1,091  
£45.83  
£0.00  
£215.68  
£987.00  
£134.40  
£635.56  
£495.60  
£400.00  
£811.00  
£352.47

**Total:**

**###**

£18.50  
£7.82  
£1,131.40  
£334.21

**£1,491.93**

**£97,583.59**  
**£591.34**

**£23,720.25**

£13,000

£10,000

## **Independent Examiner's Report to the Trustees of Amber Pre-school**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> April 2023.

### **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 43 (2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act),
- To follow the procedures laid down in the general Directions given by the Charity Commission (under section 43 (7) (b) of the 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 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 41 of the Act; and
  - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Alice Kenworthy  
16 Ashurst Close  
Horsham  
West Sussex  
RH124JN

Alice M Kenworthy

5<sup>th</sup> July 2023