

West Thorpe Pre-School

Receipts and Payments for the year ending 31 August 2022

Receipts

	31.08.22	31.08.21
	£	£
Fees	22,833	12,239
Funding	56,366	76,422
Donations & Fundraising	2,398	2,254
Bank Interest	21	5
Grants	0	1,000
Snack Money	249	221
Sale of Uniforms	119	310
Other Sundry Income	8	0
Total Incoming Receipts	81,994	92,451

Payments

Rent	15,235	12,151
Salaries and Payroll Costs	71,696	76,069
Staff Training	426	584
Fruit and Snacks	344	288
Cleaning	197	270
Insurance and Registration Fees	1,110	920
Costs of Fundraising	43	156
Play Materials, Equipment and Toys	491	1,325
Advertising	74	0
Outings and Visits	260	0
Stationery	409	302
Uniforms and Staff Clothing	48	820
Mobile Phone and Internet	347	374
Children and Staff Gifts	50	20
Repairs and Maintenance	0	0
Audit Fee	85	115
Sundry Expenses	51	41
Total Payments	90,866	93,435

Deficit for the year

-8,872

-984

West Thorpe Pre-School

Statement of Cash Resources as at 31 August 2022

	2022 £	2021 £
Balance as at 31 August 2021	53,752	54,736
Deficit for the year	-8,872	-984
Balance as at 31 August 2022	44,880	53,752

Represented by:

Unrestricted Funds		
Floats	50	50
Current Account	1,169	1,097
Deposit Account	43,566	52,545
Cash in Hand - Petty Cash	95	60
Restricted Funds		
Deposit Account	0	0
	44,880	53,752

REPORT BY THE INDEPENDENT EXAMINER TO THE MEMBERS OF WEST THORPE PRE-SCHOOL

This is to confirm that I have examined the Receipts and Payments Account for the year ended 31 August 2022, together with the Statement of Cash Resources in accordance with the instructions given to me.

I confirm that these have been prepared from, and are in accordance with the underlying books and records.

Dawn Paylor

Dawn Paylor - Accountant

13 June 2023

West Thorpe Pre-School AGM

17 October 2022

Present: Jess Stone (chair), Charlotte Morgan (manager), Rachel Stevens (secretary), Vicky (deputy manager), Cheryl Gregory, Laura Jackson, Claire Martin, Leanne Shaw, Helen Noble, Helen Rhodes, Sam Rhodes

Apologies: Sonra Smith

Preschool News

- See Manager's Report (attached to minutes)
- Preschool is thriving, and numbers of children have grown rapidly. There are currently lots of 2 year-olds on role.
- Preschool now opens at 8:15am and demand for this is picking up.
- The council have approached preschool to discuss providing an after-school provision for children at Dringhouses School. Staff are considering the possibility, however there are issues with staffing and resources to consider.
- Charlotte and Vikki will be visiting other preschool settings to share ideas and learn how other settings do things. In the future it may be possible to link up so that there is one committee covering a number of preschools.
- The need for Preschool to be able to open every day is becoming more apparent, but the church are still hesitant about the idea of Preschool using the building on Wednesday afternoons and Fridays. Preschool using the building more would benefit the church by bringing in more money for the church, and may also help families want to come along to the church on a Sunday too. Charlotte and Vikki will try to build relationships with the church, for example attending church meetings and offering to put links to the church website on the Preschool website. Charlotte and Vikki will also start looking in to whether there is another venue that could be used for the Preschool.

Financial Report

- See Financial Report (attached to minutes)

Staff

- Emma and Abby have started working at preschool.
- Abby is currently working towards her Level 3 Maths and English, and Niki is working towards her Level 5 qualification.
- Staff have been on lots of staff training courses.
- Preschool is getting back to operating as they were prior to the pandemic, and benefitting from re-establishing support networks with other settings.
- Claire currently does lots of administration tasks. It was suggested that it may be worth considering paying someone (possibly a parent?) to do these for a few hours a week to free Claire up.

Fundraising

- The summer event was very successful.

- Preschool is one of the three charities who will be allocated funding by Tesco depending on how many people vote for them. Funds raised will be used to enhance the outdoor area. Staff are encouraging everyone to use their blue tokens to vote for preschool.

Committee

- Jess, Rachel and Sonra are stepping down from committee. They will remain officially on committee until the DBS/EY2 paperwork has been completed for the new committee members and the new committee has been added to the Ofsted records. Once this has been done, Jess, Rachel and Sonra will no longer be on committee.
- New committee was proposed, voted for and approved:
 - Chair: Claire Martin
 - Vice-Chair: Melissa Rhodes
 - Secretary: Helen Noble
 - Treasurer: Chris Chittock
- Jess will stay involved and will do a final handover at the beginning of January.
- Jess expressed her thanks to parents who attended today, and particularly to those taking on committee roles. She also expressed thanks to the Preschool staff, who have built such a strong staff team and fantastic Preschool.