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**Thatcham Preschool**

**Accounts to year end 31 March 2024**

I have checked the accounts and associated transactions and all appear to be transparent and accountable.

Signed

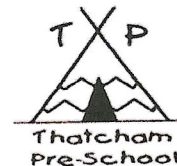


Jo McAllister

26<sup>th</sup> January 2025

**Thatcham Pre School**  
**Income & Expenditure Account Year End 31 March 2024**

	<b>2024</b>	<b>2023</b>
<b>Income</b>		
Funding	£ 103,542	£ 93,081
Fees	£ 10,209	£ 10,455
Fund Raising	£ 228	£ -
Fundraising - Xmas lights	£ 280	£ -
Other income - Uniform	£ 26	£ 119
<b>Income</b>	<u>£ 114,284</u>	<u>£ 103,655</u>
Interest - NBS	£ 783	£ 585
Income incl bank interest	<u>£ 115,067</u>	<u>£ 104,239</u>
<b>Expenditure</b>		
Net Wages	£ 90,318	£ 88,649
PAYE & NIC	£ 3,528	£ 2,329
Pension - NEST	£ 3,012	£ 3,369
	<u>£ 96,858</u>	<u>£ 94,347</u>
Accountancy & Payroll	£ 590	£ 630
Early Years Alliance Insurance	£ 1,258	£ 1,169
Commercial card (food/kitchen)	£ 3,442	£ 3,725
Storage	£ 822	£ 816
PHS/OCS/rentokil Group	£ 304	£ 239
Bank Charges	£ 61	£ 60
Preschool clothing	£ 828	£ 84
Activities/Equipment	£ -	£ 1,350
Computer/Software	£ 690	£ 710
Parking/Mileage	£ -	£ 287
Ofstead/subscriptions	£ 35	£ 35
Rent	£ 12,464	£ 12,303
Telephone & internet/website	£ 271	£ 175
Training/Apprenticeship	£ 779	£ 2,170
General Preschool expenses	£ 14	£ -
	<u>£ 118,416</u>	<u>£ 118,100</u>
<b>EXCESS OF INCOME OVER EXPENDITURE</b>	<b>(3,349)</b>	<b>(13,861)</b>
Bank Balances Carried Forward	£ 53,894	
<b>Comprising</b>		
Current Account A - 28th March 2024	£ 30,766	
Newbury Building Society	£ 23,058	
Cash in hand	£ 70	
Total Banks	<u>£ 53,894</u>	



## Managers Report

April 2023-April 2024

In April 2023 teacher strikes were occurring. Preschool remained open during this period. We were closed 4<sup>th</sup> May due to hall being used as a polling station.

In June 2023 we welcomed Georgina Wilson to the team. She is level 3 qualified and has years of SEN knowledge and experience.

We introduced an amazon wish list for the preschool where our preschool community were able to purchase items for the preschool such as craft resources and books.

In July 2023 we held our annual leavers party for the children transitioning to primary school. All staff and children had a lovely time. We also said goodbye to Sara who had been part of Thatcham preschool for 14 years.

It was announced that Jodie Conyard would be the new preschool manager and Hayley Bryant would take over as deputy.

In September 2023 our chairperson Katy Powell joined our team as a level 3 childcare apprentice. Anthony Powell took over as chairperson for the committee.

In December 2023 we supported Dunelm in their Christmas gifting campaign, providing Christmas gifts to vulnerable children.

This month we had our own stall at the Christmas light switch on in Thatcham. Our staff, committee and families were kind enough to send in donations of oats for reindeer food and unwanted gifts for our tombola. It was a fabulous evening and it was lovely to see so many of you, either helping at the stall or buying from the stall. We raised an amazing £280!! This will go towards new resources and equipment for the preschool.

On 19<sup>th</sup> December 2023 we held our childrens Christmas party. Parents then came back for the singing performance and an AGM meeting.

Laura Chowdhary took over as preschool chairperson.

Our chosen charity this year was crackerjacks. In March we had our own book week where children could come in dressed up as their favourite character and bring in a favourite book. The children were sponsored by friends and family. We raised £718.50 for this charity supporting children with special educational needs and disabilities.

Preschool ended the term with an Easter party for the children on 30<sup>th</sup> March 2024.



## **Health and Safety/Risk Report**

**April 2023-2024**

### **Main Building**

Thattham Town council are in charge of building maintenance.

Each morning the premises are inspected for any obvious signs of damage which would be reported to Thattham town council. Minor issues such as obstructions to the building would be cleared away by staff and if need be reported to the council. Toys are checked and cleaned regularly.

The building has a fully enclosed garden and regular headcounts are carried out when coming in and out of the garden.

A stairgate is used to prevent access to the kitchen.

A stair gate is at the entrance to ensure children can't access the doors as they have a push bar opening mechanism.

An allergy list is displayed by the snack area which is checked on a daily basis and updated with any changes.

PAT testing is carried out by Thattham town council.

Alarms were added to the fire doors to the car park in October 22 for added security.

Preschool purchased ramps to put in front of the paved area outside the garden door to support children with poor mobility to access the garden more easily and safer.

### **Fire safety**

Fire alarms are checked weekly by Thattham Town Council.

We carry out termly fire drills and keep a log recording these drills as well as any delays, issues or actions that need to be taken.

Fire extinguishers are situated-

Reception area

*Thattham Pre-School is committed to safeguarding and promoting the welfare of children.*

Burdwood Community Centre, Wheelers Green Way  
Thattham, Berkshire RG19 4YA

Mobile ☎: 07831 611145



- Carbon dioxide – electrical and flammable-by fire exit to car park tested 04/24 due 04/34

#### Kitchen

- Fire blanket tested 04/23
- Small carbon dioxide extinguisher by door above fridge 06/24 due 06/25

#### Main Hall

- Foam extinguisher by fire doors to garden 06/24 due 04/25
- Foam extinguisher by fire doors to car park 06/23 due 06/25

#### Staffing and visitors

Staffing levels are kept in line with child adult ratio and where possible, an extra member of staff. In line with new safer recruitment and new legislation, references and DBS checks will be completed before the new member of staff is employed.

All existing staff have DBS certificates and references on file.

Volunteers, parents, and non staff on the premises are never left unsupervised. Only staff may enter the toilet area. Parents wishing to take their child to the toilet in between sessions are asked to use the disabled toilet.

#### Committee

Committee chairperson is Laura Chowdhary.

Clair McCartney continued to provide regular updates regarding bank balances, incomings and outgoings.

The reserves account to maintain enough money to allow for redundancies and debts in the event of the Preschool closing.

Unpaid invoices are being followed up promptly to prevent parents becoming behind with their bill. If invoices remain unpaid the child's place is revoked. If funded, their hours will be reduced to their funded hours to prevent parents running up a bill they are unable to pay and prevent a financial strain on the preschool. It is not viable for Pre-school to effectively provide free childcare.

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