

# BURFORD PRE-SCHOOL

England & Wales · Charity number 1013024

## Details

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Other names	BURFORD PLAYGROUP ASSOCIATION, BURFORD PRESCHOOL
Status	Registered
Legal form	Other
Registered	1992-07-23
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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**Address**  
Burford Pre School  
31 Tanners Lane  
Burford  
Oxfordshire  
OX18 4NA

**Phone** 01993 824031

**Email** [burfordpreschool@outlook.com](mailto:burfordpreschool@outlook.com)

## Activities

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**Objects:** TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS.

**Activities:** Pre-school education.

## Classification

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- **How:** Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- Gloucestershire
- Oxfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£105,200	£105,670	-	-
2023-12-31	£95,000	£86,000	-	-
2022-12-31	£71,000	£55,000	-	-
2021-12-31	£39,442	£47,438	-	-
2020-12-31	£71,790	£64,451	-	-

## Trustees

Name	Role	Appointed
Joanna Claire Williams	Chair	2022-03-15
AMANDA JANE SELITA		2013-06-24

**BURFORD PRE-SCHOOL**

England & Wales - Charity number 1013024

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# Accounts

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## **BURFORD PRESCHOOL TRUSTEES ANNUAL REPORT**

1. **Name** :Burford Preschool.

2. **Charity number** : 1013024

3. **Address** : Tanners Lane, Burford, Oxfordshire. OX18 4NA.

4. **Name of all Trustees** : Amanda Selita, Joanne Williams, Dale Peedell, Kerri Rees, Donna McCracken, Jade Shepherd

5. **Organisational structure** :

Custodial Trustees : Joanne Williams, Amanda Selita.

Chair : Joanne Williams

Treasurer : Donna McCracken

Secretary : Kerri Rees

Fundraising Co-ordinator: Jade Shepherd

Committee Members : Olga Caless,

Supervisor : Katie Wilton

Assistant Supervisor : Karen Peedell

Staff members : Stacey Whalley, Kate Leach, Amy Dadge

Trustees are elected annually through a process of nomination at each AGM.

6. **How the charity is constituted**: please see the Preschool Learning Alliance Model Preschool Constitution 2010.

7. **Decision Making**: The committee meets on average once a term, all meetings are minuted. All issues are discussed and decisions are made by a majority vote.

8. **Objectives and activities**: To offer the highest standard provision for children aged two to five.

### **9. Achievements and performance :**

To ensure the future of the preschool in its current building, to attract new children to the preschool. We achieved a Good from OFSTED in 2019 and want to continue to work at this level. Our focus this year has been on fundraising and planning to improve the IT provision at the Pre-School this will provide a more efficient system for the Pre-Schools administration tasks, but more importantly allow us to offer a more relevant learning experience. Our reputation as a Pre-School remains high within the community and has resulted in waiting lists for most of our sessions

Actions taken include :

The preschool continues to be in a stable financial position, which we must maintain to ensure the preschool remains financially viable.

i. Ensure all financial obligations are up to date

ii. Continue to run the three afternoon sessions as these are proving very popular.

### **Outlook for upcoming year :**

The upcoming year is looking positive, our OFSTED performance was Good, will still attract children to the preschool and now have a waiting lists for some of our sessions. Our plan for the coming year is to implement knowledge and understanding of the world through play to build confidence and encourage more open ended questions.

Report by Joanne Williams, Chairperson, Burford Preschool

**Burford Pre-School  
1013024  
Accounts for the year ending  
31 December 2024**

## **Burford Pre-School**

### **Accounts for the year ended 31st December 2024**

#### **Contents**

- 1 Summary of Receipts & Payments
- 2 Bank Reconciliation
- 3 Independent Examiner's Report

**Burford Pre-School**  
**Summary of Receipts and Payments**  
**Accounts for the year ending 31st December 2024**

	2023	<u>Receipts</u>	2024	
£	£		£	£
	9,024.50	Fees	11,111.32	
	70,117.38	Early years grant	82,608.57	
	13,800.35	Donations	9,145.86	
	1,130.25	Fund raising	2,060.56	
	304.75	Bank interest	330.81	
	-	Milk refunds	-	
	137.35	Misc	-	
	<u>94,514.58</u>	<b>Total receipts</b>	<u>105,257.12</u>	
		 <u>Payments</u>		
	47,351.58	Wages	56,634.24	
	1,643.97	Tax & NI	907.62	
	907.09	Conucil Tax & Rates	1,200.60	
	6,807.98	Utilities	19,497.40	
	15,450.79	Building maintenance	13,872.58	
	1,618.68	Early years equipment	888.85	
	2,659.15	Food	1,894.65	
	1,187.50	Cleaning	652.48	
	115.28	Advertising	-	
	719.28	Postage & stationery	1,122.59	
	15.00	Travel	300.00	
	-	Web Costs	216.00	
	1,373.08	Insurance	2,403.07	
	60.00	Bank charges	60.00	
	898.62	Staff welfare	246.88	
	44.81	Health and Safety	66.89	
	-	Waste Disposal	772.53	
	118.32	Subscriptions	50.00	
	587.05	Professional	1,668.09	
	-	School Fees	-	
	313.98	Tech Equipment	17.71	
	713.50	Repairs and Renewals	471.34	
	89.91	Clothing	131.00	
	857.87	Training	362.83	
	1,185.60	Accounts	573.60	
	902.48	Pension	952.41	
	340.66	Miscellaneous	706.83	
	<u>85,962.18</u>	<b>Total payments</b>	<u>105,670.19</u>	
		 <u>Annual surplus/deficit</u>		
	<u>8,552.40</u>		<u>-</u>	<u>413.07</u>
		 <u>Receipts &amp; Payments Summary</u>		
18,453.19		Balance b/fwd @ 1st January	27,005.59	
94,514.58		Add total receipts	105,257.12	
85,962.18		Deduct total payments	105,670.19	
	<u>27,005.59</u>	<b>Balance as at 31st December</b>	<u>26,592.52</u>	
		 <u>Represented by</u>		
	16,783.41	Current account	16,084.73	
	10,210.51	Deposit account	10,464.50	
	11.67	Maintenance account	43.29	
	<u>27,005.59</u>	<b>Total</b>	<u>26,592.52</u>	

**Burford Pre-School****Bank reconciliation as at 31st December 2024**

	Current	Deposit	Maintenance	All accounts
Opening balance at 01/01/2024	£ 16,783.41	£ 10,210.51	£ 11.67	£ 27,005.59
Receipts analysis	£ 112,991.51	£ 253.99	£ 8,064.42	£ 121,309.92
Payments analysis	£ 113,690.19	£ -	£ 8,032.80	£ 121,722.99
Closing balance	£ 16,084.73	£ 10,464.50	£ 43.29	£ 26,592.52
Balance of statement at 31/12/2024	£ 16,084.73	£ 10,464.50	£ 43.29	£ 26,592.52
Difference	£ -	£ -	£ -	£ -

# **Burford Pre School**

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURFORD PRE SCHOOL

I report on the accounts of the Charity for the year ended 31 December 2024 which are set out on pages 1, 2 & 3.

### **Respective responsibilities of trustees and examiner.**

The charity's trustees are responsible for the preparation of 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 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- a) examine the accounts (under section 43(7)(b) of the Act)
- b) to follow the procedures laid down in the general Directions given by the Charity Commissioners (under section 43(7)(b) of the Act)
- c) 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 Commissioners. 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 any such matters. The procedures undertaken do not provide all the evidence which would be required in an audit and consequently I do not express an audit opinion on the accounts.

### **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 of a) to keep proper accounting records in accordance with section 41 of the 1993 Act.  
and of b) to prepare accounts which accord with the accounting records and to comply with the requirements of the 1993 Act.  
have not been met
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Cuthbertson. - Cert Acc (Open)  
Shilton Accounting Services  
1 The Clock House  
Brize Norton Road  
Carterton  
OX18 3HN

**Burford Pre-School**  
**1013024**  
**Accounts for the year ending**  
**31 December 2024**

**Burford Pre-School**

**Accounts for the year ended 31st December 2024**

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**BURFORD PRE-SCHOOL**

England & Wales - Charity number 1013024

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# Accounts

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## **BURFORD PRESCHOOL TRUSTEES ANNUAL REPORT**

1. **Name** :Burford Preschool.

2. **Charity number** : 1013024

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4. **Name of all Trustees** : Amanda Selita, Joanne Williams, Dale Peedell, Amy Dadge, Donna McCracken, Jade Shepherd

5. **Organisational structure** :

Custodial Trustees : Joanne Williams, Amanda Selita.

Chair : Joanne Williams

Treasurer : Donna McCracken

Secretary : Amy Dadge

Fundraising Co-ordinator: Jade Shepherd

Committee Members : Olga Caless,

Supervisor : Katie Wilton

Assistant Supervisor : Karen Peedell

Staff members : Stacey Whalley, Kate Leach, Amy Dadge

Trustees are elected annually through a process of nomination at each AGM.

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7. **Decision Making**: The committee meets on average once a term, all meetings are minuted. All issues are discussed and decisions are made by a majority vote.

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### **9. Achievements and performance :**

To ensure the future of the preschool in its current building, to attract new children to the preschool. We achieved a Good from OFSTED in 2019 and want to continue to work at this level. Our focus this year has been on fundraising and planning to improve the IT provision at the Pre-School this will provide a more efficient system for the Pre-Schools administration tasks, but more importantly allow us to offer a more relevant learning experience. Our reputation as a Pre-School remains high within the community and has resulted in waiting lists for most of our sessions

Actions taken include :

The preschool continues to be in a stable financial position, which we must maintain to ensure the preschool remains financially viable.

i. Ensure all financial obligations are up to date

ii. Continue to run the three afternoon sessions as these are proving very

popular

### **Outlook for upcoming year :**

The upcoming year is looking positive, our OFSTED performance and reputation has meant that we are attracting more and more children to the preschool and now have waiting lists for some of our sessions. Our plan for the coming year is to implement our new IT strategy and to build on this new way of working where necessary.

Report by Joanne Williams, Chairperson, Burford Preschool

**Burford Pre-School  
1013024  
Accounts for the year ending  
31 December 2023**

**Burford Pre-School**  
**Summary of Receipts and Payments**  
**Accounts for the year ending 31st December 2023**

2022		<u>Receipts</u>	2023	
£	£		£	£
8,874.80		Fees	9,024.50	
49,865.23		Early years grant	70,117.38	
10,543.48		Donations	13,800.35	
1,617.58		Fund raising	1,130.25	
38.44		Bank interest	304.75	
-		Misc	137.35	
	<u>70,939.53</u>	<b>Total receipts</b>		<u>94,514.58</u>
		<u>Payments</u>		
	35,865.81	Wages	47,351.58	
	2,102.91	Tax & NI	1,643.97	
	-	Council Tax & Rates	907.09	
	2,561.78	Utilities	6,807.98	x
	6,388.79	Building maintenance	15,450.79	
	204.96	Early years equipment	1,618.68	
	1,450.24	Food	2,659.15	
	130.71	Cleaning	1,187.50	
	15.13	Advertising	115.28	
	826.82	Postage & stationery	719.28	
	255.00	Travel	15.00	
	20.64	Web Costs	-	
	1,272.12	Insurance	1,373.08	
	97.50	Bank charges	60.00	
	415.00	Staff welfare	898.62	
	-	Health and Safety	44.81	
	189.32	Subscriptions	118.32	
	521.08	Professional	587.05	
	217.00	School Fees	-	
	-	Tech Equipment	313.98	
	63.99	Repairs and Renewals	713.50	
	-	Clothing	89.91	
	25.80	Training	857.87	
	1,143.60	Accounts	1,185.60	
	806.09	Pension	902.48	
	-	Miscellaneous	340.66	
	<u>54,574.29</u>	<b>Total payments</b>		<u>85,962.18</u>
	<u>16,365.24</u>	<b>Annual surplus/deficit</b>		<u>8,552.40</u>
		<u>Receipts &amp; Payments Summary</u>		
2,087.95		Balance b/fwd @ 1st January	18,453.19	
70,939.53		Add total receipts	94,514.58	
54,574.29		Deduct total payments	85,962.18	
	<u>18,453.19</u>	<b>Balance as at 31st December</b>		<u>27,005.59</u>
		<u>Represented by</u>		
	6,176.84	Current account	16,783.41	
	10,022.38	Deposit account	10,210.51	
	2,253.97	Maintenance Account	11.67	
	<u>18,453.19</u>	<b>Total</b>		<u>27,005.59</u>

**Burford Pre-School**

**Bank reconciliation as at 31st December 2023**

	<b>Current</b>	<b>Deposit</b>	<b>Maintenance</b>	<b>All accounts</b>
<b>Opening balance at 01/01/2023</b>	<b>6176.84</b>	<b>10022.38</b>	<b>2253.97</b>	<b>18453.19</b>
<b>Receipts analysis</b>	<b>102768.75</b>	<b>2416.41</b>	<b>6276.58</b>	<b>111461.74</b>
<b>Payments analysis</b>	<b>92162.18</b>	<b>2228.28</b>	<b>8518.88</b>	<b>102909.34</b>
<b>Closing balance</b>	<b>16783.41</b>	<b>10210.51</b>	<b>11.67</b>	<b>27005.59</b>
<b>Balance of statement at 31/12/2023</b>	<b>16783.41</b>	<b>10210.51</b>	<b>11.67</b>	<b>27005.59</b>
<b>Difference</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Burford Pre School

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURFORD PRE SCHOOL

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**Burford Pre-School  
1013024  
Accounts for the year ending  
31 December 2023**

**Burford Pre-School**  
**Summary of Receipts and Payments**  
**Accounts for the year ending 31st December 2023**

	<b>2022</b>		<u>Receipts</u>		<b>2023</b>	
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		255.00	Travel		15.00	
		20.64	Web Costs		-	
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		97.50	Bank charges		60.00	
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	2,087.95		Balance b/fwd @ 1st January	18,453.19		
	70,939.53		Add total receipts	94,514.58		
	54,574.29		Deduct total payments	85,962.18		
		<u><b>18,453.19</b></u>	<b>Balance as at 31st December</b>	<u><b>27,005.59</b></u>		
			<u>Represented by</u>			
		6,176.84	Current account	16,783.41		
		10,022.38	Deposit account	10,210.51		
		2,253.97	Maintenance Account	11.67		
		<u><b>18,453.19</b></u>	<b>Total</b>	<u><b>27,005.59</b></u>		

**Burford Pre-School**

**Bank reconciliation as at 31st December 2023**

	<b>Current</b>	<b>Deposit</b>	<b>Maintenance</b>	<b>All accounts</b>
<b>Opening balance at 01/01/2023</b>	<b>6176.84</b>	<b>10022.38</b>	<b>2253.97</b>	<b>18453.19</b>
<b>Receipts analysis</b>	<b>102768.75</b>	<b>2416.41</b>	<b>6276.58</b>	<b>111461.74</b>
<b>Payments analysis</b>	<b>92162.18</b>	<b>2228.28</b>	<b>8518.88</b>	<b>102909.34</b>
<b>Closing balance</b>	<b>16783.41</b>	<b>10210.51</b>	<b>11.67</b>	<b>27005.59</b>
<b>Balance of statement at 31/12/2023</b>	<b>16783.41</b>	<b>10210.51</b>	<b>11.67</b>	<b>27005.59</b>
<b>Difference</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Burford Pre School

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURFORD PRE SCHOOL

I report on the accounts of the Charity for the year ended 31 December 2023 which are set out on pages 1, 2 & 3.

### **Respective responsibilities of trustees and examiner.**

The charity's trustees are responsible for the preparation of 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 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- a) examine the accounts (under section 43(7)(b) of the Act)
- b) to follow the procedures laid down in the general Directions given by the Charity Commissioners (under section 43(7)(b) of the Act)
- c) 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 Commissioners. 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 any such matters. The procedures undertaken do not provide all the evidence which would be required in an audit and consequently I do not express an audit opinion on the accounts.

### **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 of a) to keep proper accounting records in accordance with section 41 of the 1993 Act. and of b) to prepare accounts which accord with the accounting records and to comply with the requirements of the 1993 Act. have not been met
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Cuthbertson. - Cert Acc (Open)  
Shilton Accounting Services  
1 The Clock House  
Brize Norton Road  
Carterton  
OX18 3HN

**BURFORD PRE-SCHOOL**

England & Wales - Charity number 1013024

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# Accounts

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**Burford Pre-School  
1013024  
Accounts for the year ending  
31 December 2022**

**Burford Pre-School**  
**Summary of Receipts and Payments**  
**Accounts for the year ending 31st December 2022**

2021		<u>Receipts</u>	2022
£	£		£      £
5,508.01		Fees	8,874.80
28,034.86		Early years grant	49,865.23
5,584.80		Donations	10,543.48
-		Fund raising	1,617.58
159.98		Bank interest	38.44
45.00		Milk refunds	-
110.16		Misc	-
	<u><b>39,442.81</b></u>	<b>Total receipts</b>	<u><b>70,939.53</b></u>
		<u><b>Payments</b></u>	
	38,318.51	Wages	35,865.81
	683.96	Tax & NI	2,102.91
	2,786.24	Utilities	2,561.78
	365.60	Building maintenance	6,388.79
	550.44	Early years equipment	204.96
	-	Food	1,450.24
	-	Cleaning	130.71
	150.00	Advertising	15.13
	361.98	Postage & stationery	826.82
	-	Travel	255.00
	-	Web Costs	20.64
	1,050.06	Insurance	1,272.12
	96.00	Bank charges	97.50
	150.00	Staff welfare	415.00
	118.32	Subscriptions	189.32
	-	Professional	521.08
	-	School Fees	217.00
	-	Repairs and Renewals	63.99
	360.00	Training	25.80
	1,407.60	Accounts	1,143.60
	946.13	Pension	806.09
	93.26	Miscellaneous	-
	<u><b>47,438.10</b></u>	<b>Total payments</b>	<u><b>54,574.29</b></u>
	<u><b>- 7,995.29</b></u>	<b>Annual surplus/deficit</b>	<u><b>16,365.24</b></u>
		<u><b>Receipts &amp; Payments Summary</b></u>	
10,083.24		Balance b/fwd @ 1st January	2,087.95
39,442.81		Add total receipts	70,939.53
47,438.10		Deduct total payments	54,574.29
	<u><b>2,087.95</b></u>	<b>Balance as at 31st December</b>	<u><b>18,453.19</b></u>
		<u><b>Represented by</b></u>	
	2,077.92	Current account	6,176.84
	10.03	Deposit account	10,022.38
		Maintenance account	2,253.97
	<u><b>2,087.95</b></u>	<b>Total</b>	<u><b>18,453.19</b></u>

**Burford Pre-School**

**Bank reconciliation as at 31st December 2022**

	<b>Current</b>	<b>Deposit</b>	<b>Maintenance</b>	<b>All accounts</b>
<b>Opening balance at 01/01/2022</b>	<b>2077.92</b>	<b>10.03</b>	<b>0.00</b>	<b>2087.95</b>
<b>Receipts analysis</b>	<b>58673.21</b>	<b>10012.35</b>	<b>2253.97</b>	<b>70939.53</b>
<b>Payments analysis</b>	<b>54574.29</b>	<b>0.00</b>	<b>0.00</b>	<b>54574.29</b>
<b>Closing balance</b>	<b>6176.84</b>	<b>10022.38</b>	<b>2253.97</b>	<b>18453.19</b>
<b>Balance of statement at 31/12/2022</b>	<b>6176.84</b>	<b>10022.38</b>	<b>2253.97</b>	<b>18453.19</b>
<b>Difference</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Burford Pre School

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURFORD PRE SCHOOL

I report on the accounts of the Charity for the year ended 31 December 2022 which are set out on pages 1, 2 & 3.

### **Respective responsibilities of trustees and examiner.**

The charity's trustees are responsible for the preparation of 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 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- a) examine the accounts (under section 43(7)(b) of the Act)
- b) to follow the procedures laid down in the general Directions given by the Charity Commissioners (under section 43(7)(b) of the Act)
- c) 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 Commissioners. 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 any such matters. The procedures undertaken do not provide all the evidence which would be required in an audit and consequently I do not express an audit opinion on the accounts.

### **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 of a) to keep proper accounting records in accordance with section 41 of the 1993 Act.  
and of b) to prepare accounts which accord with the accounting records and to comply with the requirements of the 1993 Act.  
have not been met
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Cuthbertson. - Cert Acc (Open)  
Shilton Accounting Services  
1 The Clock House  
Brize Norton Road  
Carterton  
OX18 3HN



10th February 2023

**BURFORD PRE-SCHOOL**

England & Wales - Charity number 1013024

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# Accounts

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## **BURFORD PRESCHOOL TRUSTEES ANNUAL REPORT**

1. **Name:** Burford Preschool.

2. **Charity number:** 1013024

3. **Address:** Tanners Lane, Burford, Oxfordshire. OX18 4NA.

4. **Name of all Trustees:** Amanda Selita, John White, Olga Caless, Donna McCracken, Joanne Williams, Dale Peedel.

5. **Organisational structure:**

Custodial Trustees: John White, Amanda Selita.

Chair: Joanne Williams

Treasurer: Donna McCracken

Secretary: Olga Caless

Fundraising Co-ordinator: Steven McCracken

Committee Members: Dale Peedel

Supervisor: Tracy Cameron

Assistant Supervisor: Karen Peedel

Staff members: Kate Leach, Kerri Rees.

Trustees are elected annually through a process of nomination at each AGM.

6. **How the charity is constituted:** please see the Preschool Learning Alliance Model Preschool Constitution 2010.

7. **Decision Making:** The committee meets on average once a term, all Meetings are minuted. All issues are discussed and decisions are made by a majority vote.

8. **Objectives and activities:** To offer the highest standard provision for children aged two to five.

### **9. Achievements and performance:**

After being closed from January to March 2021 due to Covid and having a turnaround of new committee members and staff we are able to continue to ensure the future of the preschool in its current building, to attract new children to the preschool. We achieved a Good from OFSTED in 2019 and want to continue to work at this level. Our focus this year has been on fundraising and planning to improve the outside provision at the Pre-School this will give the children a forest school experience while learning about nature and the world around us. Our reputation as a Pre-School remains high within the community and has resulted in waiting lists for most of our sessions  
Actions taken include:

The preschool continues to be in a stable financial position, which we must maintain to ensure the preschool remains financially viable.

i. Ensure all financial obligations are up to date

ii. Continue to run the four afternoon sessions as these are proving very popular.

### **Outlook for upcoming year:**

The upcoming year is looking positive, our OFSTED performance and reputation has meant that we are attracting more and more children to the preschool and now have waiting lists for some of our sessions. Our plan for the coming year is to implement our new outside area and explore new ways of utilising it throughout the sessions.

Report by Joanne Williams, Chairperson, Burford Preschool

**Burford Pre-School**  
**Summary of Receipts and Payments**  
**Accounts for the year ending 31st December 2021**

<b>2020</b>		<b><u>Receipts</u></b>	<b>2021</b>	
£	£		£	£
3,960.28		Fees	5,508.01	
40,759.25		Early years grant	28,034.86	
15,827.67		Job Retention Scheme	5,584.80	
10,000.00		Covid Grant	-	
-		Donations	159.98	
-		Fund raising	45.00	
0.89		Bank interest	0.12	
1,242.00		Misc	110.04	
	<b><u>71,790.09</u></b>	<b>Total receipts</b>		<b><u>39,442.81</u></b>
		<b><u>Payments</u></b>		
	39,283.36	Wages		38318.51
	857.93	Tax & NI		683.96
	9,378.01	Utilities		2786.24
	2,348.88	Building maintenance		365.6
	525.29	Early years equipment		550.44
		Advertising		150.00
	311.13	Postage & stationery		361.98
	913.34	Insurance		1050.06
	60.00	Bank charges		96
	-	Staff welfare		150
	276.32	Subscriptions		118.32
	5,000.00	Tech Equipment		-
	232.45	Professional		-
	1,298.99	Medical Equipment		-
	-	Training		360
	1,159.20	Accounts		1407.6
	894.44	Pension		946.13
	1,706.40	Miscellaneous		93.26
	<b><u>64,245.74</u></b>	<b>Total payments</b>		<b><u>47,438.10</u></b>
		<b>Annual surplus/deficit</b>		<b><u>- 7,995.29</u></b>
	<b><u>7,544.35</u></b>			
		<b><u>Receipts &amp; Payments Summary</u></b>		
2,743.95		Balance b/fwd @ 1st January	10,083.24	
71,790.09		Add total receipts	39,442.81	
64,450.80		Deduct total payments	47,438.10	
	<b><u>10,083.24</u></b>	<b>Balance as at 31st December</b>		<b><u>2,087.95</u></b>
		<b>Represented by</b>		
	8,973.33	Current account		2,077.92
	1,109.91	Deposit account		10.03
	<b><u>10,083.24</u></b>	<b>Total</b>		<b><u>2,087.95</u></b>

# Burford Pre School

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURFORD PRE SCHOOL

I report on the accounts of the Charity for the year ended 31 December 2021 which are set out on pages 1, 2 & 3.

### Respective responsibilities of trustees and examiner.

The charity's trustees are responsible for the preparation of 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 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- a) examine the accounts (under section 43(7)(b) of the Act)
- b) to follow the procedures laid down in the general Directions given by the Charity Commissioners (under section 43(7)(b) of the Act)
- c) 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 Commissioners. 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 any such matters. The procedures undertaken do not provide all the evidence which would be required in an audit and consequently I do not express an audit opinion on the accounts.

### 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 of a) to keep proper accounting records in accordance with section 41 of the 1993 Act. and of b) to prepare accounts which accord with the accounting records and to comply with the requirements of the 1993 Act. have not been met
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Cuthbertson. - Cert Acc (Open)  
Shilton Accounting Services  
1 The Clock House  
Brize Norton Road  
Carterton  
OX18 3HN

  
06/10/2022.

**BURFORD PRE-SCHOOL**

England & Wales - Charity number 1013024

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# Accounts

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**Burford Pre-School**  
**1013024**  
**Accounts for the year ending**  
**31 December 2020**

## **Burford Pre-School**

### **Accounts for the year ended 31st December 2020**

#### **Contents**

- 1 Summary of Receipts & Payments
- 2 Bank Reconciliation
- 3 Independent Examiner's Report

**Burford Pre-School**  
**Summary of Receipts and Payments**  
**Accounts for the year ending 31st December 2020**

2019		Receipts	2020	
£	£		£	£
11,991.61		Fees	3,960.28	
40,556.67		Early years grant	40,759.25	
-		Donations	25,827.67	
-		Fund raising	-	
2.91		Bank interest	0.89	
240.24		Milk refunds	-	
-		Misc	1,242.00	
-		Transfer	-	
	<b><u>52,791.43</u></b>	<b>Total receipts</b>		<b><u>71,790.09</u></b>
		<b>Payments</b>		
	40,389.05	Wages	39,283.36	
	916.28	Tax & NI	857.93	
	5,077.79	Utilities	9,378.01	
	5,468.55	Building maintenance	2,348.88	
	289.86	Early years equipment	525.29	
	715.99	Cleaning & refreshments	205.06	
	920.66	Postage & stationery	311.13	
	15.00	Fund raising	-	
	-	Insurance	913.34	
	328.56	Bank charges	60.00	
	557.45	Staff welfare	-	
	-	Summer outing	-	
	106.00	Subscriptions	276.32	
	-	Website	-	
	-	Tech Equipment	5,000.00	
	185.96	Professional	232.45	
	-	Travel expenses	-	
	-	Medical Equipment	1,298.99	
	177.92	Training	-	
	-	Ofstead	-	
	248.40	Accounts	1,159.20	
	845.85	Pension	894.44	
	134.53	Miscellaneous	1,706.40	
	73.50	Photos	-	
	-	Transfer	-	
	<b><u>56,451.35</u></b>	<b>Total payments</b>		<b><u>64,450.80</u></b>
	<b><u>- 3,659.92</u></b>	<b>Annual surplus/deficit</b>		<b><u>7,339.29</u></b>
		<b>Receipts &amp; Payments Summary</b>		
6,403.87		Balance b/fwd @ 1st January	2,743.95	
52,791.43		Add total receipts	71,790.09	
56,451.35		Deduct total payments	64,450.80	
	<b><u>2,743.95</u></b>	<b>Balance as at 31st December</b>		<b><u>10,083.24</u></b>
		<b>Represented by</b>		
	1,634.93	Current account	8,973.33	
	1,109.02	Deposit account	1,109.91	
	<b><u>2,743.95</u></b>	<b>Total</b>		<b><u>10,083.24</u></b>

**Burford Pre-School**  
**Bank reconciliation as at 31st December 2020**

	<b>Current</b>	<b>Deposit</b>	<b>All accounts</b>
<b>Opening balance at 01/01/2020</b>	£ 1,634.93	£ 1,109.02	£ 2,743.95
<b>Receipts analysis</b>	£ 71,789.20	£ 0.89	£ 71,790.09
<b>Payments analysis</b>	£ 64,450.80	£ -	£ 64,450.80
<b>Closing balance</b>	£ 8,973.33	£ 1,109.91	£ 10,083.24
<b>Balance of statement at 31/12/2020</b>	£ 8,973.33	£ 1,109.91	£ 10,083.24
<b>Difference</b>	£ -	£ -	£ -

## Burford Pre School

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURFORD PRE SCHOOL

I report on the accounts of the Charity for the year ended 31 December 2020 which are set out on pages 1, 2 & 3.

#### **Respective responsibilities of trustees and examiner.**

The charity's trustees are responsible for the preparation of 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 1993 Act) and that an independent examination is needed.

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#### **Basis of independent examiner's report.**

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#### **Independent examiner's statement**

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1 The Clock House  
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OX18 3HN  
29-Apr-21

