

## Carmel Caterpillars Pre School

### Treasurers Report 2022 - 2023

Carmel Caterpillars relies heavily on funds raised through events such as seasonal fairs, open events etc. It is an invaluable resource for the pre-school to enable them to buy and do things they would otherwise be unable to, so we would like to thank you for your continued support at these events.

Children in Need = £73.88 - November 2022

Xmas craft fair = £596.59 - December 2022

Easter Fair = £738.16 - March 2023

Sponsored bike ride £25 September 2023

This year a total of £1359.75 has been raised from events within the preschool. £596.59 from December xmas fair compared to £462.58 from last year, £25 from a sponsored bike ride in preschool and a massive £738.16 from the Easter fair in March compared to £659 from last year. I hope 2024 will allow these events and possibly more, not only as fund raisers in their own right but also fantastic fun for everyone.

Lunch and fruit money cover costs and are also of benefit to the children. School uniform continues to provide some additional income also.

We have also held other fundraising events throughout the year. The money raised has been paid directly to the charities so does not show up on the accounts but these include £73.88 dress up for Children in need in November 2022 and £171.53 from the Macmillan Coffee morning As a school community it is lovely that we can support these charities too.

I would like to say a big thank you to Jo for another year of meticulous day to day running of the finances - she does a great job and completing the accounts would be a much harder job without her diligence, help and support. Also to Louise for running such a tight ship - not an easy job especially in this economic climate. I would also like to say thank you to all the staff, parents and volunteers that help out at events or just supporting the school. It means a lot to everyone so a big THANK YOU.

I am stepping down as Treasurer but have enjoyed this experience. There have been challenges but I would like to thank all the staff and especially Jo and Louise for helping me and trusting me to do this role.

Receipts				Payments			
	Current Account	Petty Cash	TOTAL		Current Account	Petty Cash	TOTAL
Bank at 1 November 2022	£ 29,752.41	£ 150.00	£ 29,902.41	Rent	£ 7,600.00	£ 7,600.00	
Less cheques not cashed	£ -		£ -	Charity Donations	£ -	£ -	
			£ -	Wages Playgroup	£ 90,739.67	£ 90,739.67	
			£ -	Banked Cash	£ -	£ -	
			£ -	Accountant / Finance	£ 927.30	£ 927.30	
Fees Playgroup	£ 10,189.30	£ 728.50	£ 10,917.80	Activities Craft /children	£ 316.11	£ 349.61	£ 665.72
Payments from Petty Cash			£ -	Repairs & Equipment	£ 1,246.75	£ 120.84	£ 1,367.59
Pre-school trip			£ -	Inter-account transfers	£ -	£ -	
Inter-account transfers			£ -	Snacks/Refreshments	£ 117.20	£ 326.67	£ 443.87
Charity Fundraising			£ -	Fruit Money	£ 37.43	£ 197.77	£ 235.20
Fruit Money	£ 5,097.25	£ 1,841.20	£ 6,938.45	Advertising		£ -	
Lunch Money	£ 3,184.76	£ 1,616.50	£ 4,801.26	Photocopy & mobile	£ 759.26	£ 759.26	
Social Services			£ -	Miscellaneous	£ 11,848.07	£ 31.21	£ 11,848.07
KCC Early Years Grant	£ 77,020.63		£ 77,020.63	Stationary	£ 89.80	£ 121.01	£ 121.01
Raffles, Coffee mornings/ Events			£ -	Uniform	£ 697.72	£ 697.72	
Insurance claims			£ -	Insurance	£ 734.99	£ 734.99	
Parking		£ 149.70	£ 149.70	Cleaning / Health	£ 146.74	£ 114.74	£ 261.48
Donation / Fundraising		£ 1,334.75	£ 1,334.75	Event sundries	£ 89.77	£ 93.24	£ 183.01
Training			£ -	Bank Charges	£ 35.97	£ 35.97	
Book Bags		£ 13.00	£ 13.00	Training	£ 318.00	£ 318.00	
Bank Interest			£ -	Refreshments staff		£ 6.78	£ 6.78
Uniform Sales	£ 323.00	£ 315.50	£ 638.50	Parking		£ 143.00	£ 143.00
French	£ 1.00		£ 1.00	Pre School Trip		£ -	
Other	£ 11,347.02	£ 36.40	£ 11,383.42	Sundries/misc (maintenance / upkeep)		£ 47.50	£ 47.50
trip/photo money			£ -	Funding / Fee Refund		£ -	
HMRC Retention			£ -	Laptop Protection	£ 28.26	£ 28.26	
Ref Wages	£ 6,000.00		£ 6,000.00	trs to current account		£ -	
				Website	£ 234.00	£ 234.00	
				Postage		£ 44.10	£ 44.10
				French Lessons		£ -	
				Cash on Hand 31 October 2023		£ -	
				Petty Cash		£ -	
				Float		£ -	
				Bank Balance 31 October 2023	£ 31,508.42	£ 150.00	£ 31,658.42
Total	£ 142,915.37	£ 6,185.55	£ 149,100.92		£ 147,475.46	£ 1,475.46	£ 148,950.92
			£ -				

728.5  
1841.2  
1616.5  
315.5  
149.7  
1334.75  
36.4

**SCHOOL VOLUNTARY FUNDS****TO BE ATTACHED TO RETURN S/M (A) AND SENT TO AREA FINANCE DEPARTMENT**School: Carmel Caterpillars Pre SchoolName of Fund: Pre School Voluntary Fund

Summary of Accounts for the year ended

31st October 2023

RECEIPTS		PAYMENTS	
Section 1	£		£
<u>Income</u>		<u>Expenses</u>	
Fees Playgroup	10,918	Rent	7,600
Funding Fee refund	0	Rates	90,740
Pre-school trip	0	Wages Playgroup	927
Fruit Money	6,938	Accountant / Finance	666
Lunch Money	4,801	Activities Craft /children	1,368
Social Services	0	Repairs & Equipment	444
Raffles, Coffee mornings / Even	0	Snacks/Refreshments	235
Photo Commisssion	0	Fruit Money	0
Uniform Sales	639	Advertising	803
Book Bags	13	Photocopy, Mail & Phone	501
Miscellaneous	0	Miscellaneous	121
Parking	150	Stationary & Postage	698
Charity Fundraising	1,335	Uniform	735
Insurance Claim	0	Insurance	261
SBC Grant	0	Cleaning / Health	143
HMRC Rentention	0	Parking	183
Other	37	Event sundries	318
KCC Grant	77,021	Training	7
Ref Wages	6,000	Refreshments staff	28
		Laptop Protection	234
		Website	
		Pre trip	
<u>Other</u>		<u>Other</u>	
Bank Interest	0	Sundries / misc (maintenance / up	48
		Bank Charges	36
<u>Total Receipts</u>	107,851	<u>Total Payments</u>	106,095
<u>Excess of Payments Over Receipts</u>	0	<u>Excess of Receipts Over Payments</u>	1,756
- carried down		- carried down	
	107,851		107,851
<b>Section 2</b>			
<u>Excess of Receipts over Payments</u>		<u>Excess of Payments Over Receipts</u>	
- brought down	1,756	- brought down	0
<u>Balance b/f</u>		<u>Balance c/f</u>	
	150	Cash	150
	29,752	Current A/C	31,508
Opening Balances	303	Deposit A/C	303
	31,961		31,961



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

I reported the accounts on the Carmel Caterpillars Pre School for the year ended 31<sup>st</sup> October 2023, which are enclosed.

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

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, based on procedures specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the Act, whether particular matter 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 of disclosure in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required for an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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

In connection with my examination, no matter has come to my attention:

(1) which gives me reason 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 to comply with the accounting requirements of the 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 account to be reached.

Name: Mrs. C.A. Lloyd

Date: 17/11/23

Address: Lyndens Accountants (Kent) Ltd  
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