

# ORRISHMERE PLAYGROUP

England & Wales · Charity number 1020249

## Details

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**Other names** FIRST STEPS ORRISHMERE PRE-SCHOOL

**Status** Registered

**Legal form** Other

**Registered** 1993-04-26

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 37 Kingsley Drive  
Cheadle Hulme  
Cheadle  
SK8 5LZ

**Phone** 07746995508

**Email** [firststeps@gmx.co.uk](mailto:firststeps@gmx.co.uk)

**Website** <http://www.firststeps-orrishmere.co.uk/>

## Activities

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**Objects:** TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE

**Activities:** Pre-school for children ages 2.5 to 5 years

## Classification

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

## Geography

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- Stockport

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-07	£101,503	£87,780	-	-
2024-04-07	£82,946	£94,922	-	-
2023-04-07	£72,800	£98,249	-	-
2022-04-07	£115,413	£101,054	-	-
2021-04-07	£87,587	£79,840	-	-

## Trustees

Name	Role	Appointed
Abbey Jones		2023-04-18
David Muggeridge		2015-10-15
Nicola Jackson		2025-09-10
Sadie Rooney		2025-09-10
Stephanie Pinder		2023-02-01

**ORRISHMERE PLAYGROUP**

England & Wales - Charity number 1020249

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# Accounts

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# Trustees' Annual Report for the period

Period start date		Period end date		
From	8th April 2024	To	7th April 2025	

## Section A Reference and administration details

Charity name	Orrishmere Play Group		
Other names charity is known by	First Steps Orrishmere Pre-School		
Registered charity number (if any)	1020249		
Charity's principal address	Scout Headquarters		
	Warwick Close		
	Cheadle Hulme		
	Postcode	SK8 5NN	

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Muggeridge	Treasurer		
2	Stephanie Pinder	Chairperson		
3	Abbey Jones	Parent Trustee		
4	Sarah Quin	Parent Trustee		
5				
6				
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12				
13				
14				
15				
16				
17				
18				
19				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document <small>(eg. trust deed, constitution)</small>	
How the charity is constituted <small>(eg. trust, association, company)</small>	Trust
Trustee selection methods <small>(eg. appointed, elected)</small>	Appointed by existing trustees

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The aims of the pre-school are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

- (a) offering appropriate play, education and care facilities together with the rights of parents to take responsibility for and to become involved with the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, religion, culture, means or ability.
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

Ran 38 weeks of 6.50 hours each reaching a total circa 20 children.

Promoted and attracted children to the nursery despite increased competition from local primary schools offering enhanced nursery provision and wrap around care.

There was also half hour early drop off available from 8.30 each day.

**Section E****Financial review****Brief statement of the charity's policy on reserves**

One terms running expenses ,(approx. £33,000) should be retained in case of unexpected falls in income, £2,000 flood risk contingency to replace equipment/disruption if we do have another future flood, £5,000 staff sickness/cover reserve, £25,000 Redundancy giving a total reserve balance of £65,000

**Details of any funds materially in deficit****Further financial review details (Optional information)**

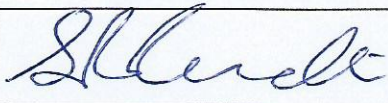
You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F****Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		30.9.25.
<b>Full name(s)</b>	Stephanie Pinder	
<b>Position (eg Secretary, Chair, etc)</b>	Chairperson	
<b>Date</b>	<div style="border: 1px solid black; height: 25px;"></div>	



# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

First Steps Orrishmere Pre-School

On accounts for the year  
ended

7<sup>th</sup> April 2025

Charity no  
(if any)

Set out on pages

4 and 5

**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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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 the trustees concerning any 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

28.7.25

Name:

Ian Roger Newton

**Relevant professional qualification(s) or body (if any):**

Retired Chartered Accountant

<b>Address:</b>	138 Moss Lane
	Bramhall, Stockport
	Cheshire Sk7 1EE

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**

**First Steps Orrishmere Pre-School****Charity No:****Receipts & Payments for the Year Ending 7 April 2025**

<u>Receipts</u>	<u>YE 2025</u>	<u>YE 2024</u>	
Fees	10,163.50	26,702.33	
Grant Fees	89,793.60	54,183.00	
Grant Fees (SEN)	0.00	0.00	
Early Drop Off	10.00	382.50	
Total Fees	99,967.10	81,267.83	
Apprentice Income	0.00	0.00	
Photograph Commission	0.00	51.00	
Trip Income	0.00	590.00	
Sundry Income	0.00	0.00	
Donations/ Grant Apps	522.46	0.00	
Interest	1,013.70	1,037.09	
	1,536.16	1,678.09	
<b>Total Receipts</b>			<b>101,503.26      82,945.92</b>
<u>Payments</u>			
Salaries	(75,480.53)	(81,367.78)	
Training	(111.60)	(577.50)	
Rent	(4,915.15)	(4,472.52)	
Development & Equipment	(473.10)	(1,449.02)	
Office & Admin & Running Exps	(2,117.91)	(1,603.77)	
Subscriptions & Insurance	(749.68)	(765.71)	
Activities & Snacks (inc Petty Cash)	(1,931.68)	(3,884.86)	
Summer Trip	0.00	(801.00)	
Christmas Party	0.00	0.00	
Building Donation	(2,000.00)	0.00	
Committee Exps	0.00	0.00	
<b>Total Payments</b>	(87,779.65)	(94,922.16)	
<b>Surplus/(Deficit) for Year</b>	<b>13,723.61</b>	<b>(11,976.24)</b>	

**Note (exclude following for underlying surplus for year)**

Remove - Grant Fees includes summer term 2025 advance from Stockport Council (paid in 24/25	(17,481.60)	-
	<b>(17,481.60)</b>	-
<b>Underlying Surplus/ (Deficit) for year</b>	<b>(3,757.99)</b>	<b>(11,976.24)</b>

**First Steps Orrishmere Pre-School****Charity No:****Statement of Assets & Liabilities as at 7 April 2025**

<b>Assets – Equipment</b>	<b>2025</b>	<b>2024</b>
Books Value		
Toys/ equipment	800.00	1,000
Computer NBV Bfwd	13.64	18.19
Equipment NBV Bfwd	51.38	64.22
Depreciate computer @ 25%	- 3.41	- 4.55
Depreciation Equip at 20% RV	- 10.28	- 12.84
Depreciation Toysp at 20% RV	- 160.00	- 200.00
Assets Cfwd	<u>691.33</u>	<u>865.02</u>

**Current Assets**

Debtors

**Banks & Cash**

Bank Deposit Account	80,094.21	66,276.74
Bank Current Account	1,000.00	1,000.00
Petty Cash at First Steps	67.29	161.15
Total Cash & Banks	<u>81,161.50</u>	<u>67,437.89</u>

**Current Liabilities – Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	- 17,491.60	-
HMRC Job Retention Voluntary Repayment		-

**Reconcile Movement on Banks & Cash to Receipts & Expenditure**

Cash & Bank Bfwd	67,437.89	79,414.13
Surplus/(Deficit)	<u>13,723.61</u>	<u>- 11,976.24</u>
Cash & Bank Cfwd	<u>81,161.50</u>	<u>67,437.89</u>
Control check Total Cash and Bank	81,161.50	67,437.89
Diff	- 0.00	- 0.00

**Petty Cash**

Cash in Hand b/fwd	161.15	134.13
Top Up during year (type Trans to PC)	250.00	650.00
Total spend via Petty Cash in year	- 343.86	- 622.98
Expected Cash in Hand c/fwd	67.29	161.15
Actual Cash in Hand at Year End	<u>67.29</u>	<u>161.15</u>
Difference	0.00	-

**ORRISHMERE PLAYGROUP**

England & Wales - Charity number 1020249

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# Accounts

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# Trustees' Annual Report for the period

Period start date

Period end date

From 8th April 2023 To 7th April 2024

## Section A Reference and administration details

Charity name	Orrishmere Play Group		
Other names charity is known by	First Steps Orrishmere Pre-School		
Registered charity number (if any)	1020249		
Charity's principal address	Scout Headquarters		
	Warwick Close		
	Cheadle Hulme		
	Postcode	SK8 5NN	

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Muggeridge	Treasurer		
2	Mark Finnigan	Chairperson	To 12/7/23	
3	Natalie Peters		To 12/7/23	
4	Caroline Farrow		To 12/7/23	
5				
6	Abbey Jones		From 12/7/23	
7				
8	Stephanie Pinder	Chairperson	From 12/7/23	
9				
10	Sarah Quin		From 13/10/23	
11				
12				
13				
14				
15				
16				
17				
18				
19				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document	
How the charity is constituted	Trust
Trustee selection methods	Appointed by existing trustees

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The aims of the pre-school are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

- (a) offering appropriate play, education and care facilities together with the rights of parents to take responsibility for and to become involved with the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, religion, culture, means or ability.
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**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Empty box for optional information.

**Summary of the main achievements of the charity during the year**

Ran 38 weeks of 6.50 hours each reaching a total circa 20 children.

Promoted and attracted children to the nursery despite increased competition from local primary schools offering enhanced nursery provision and wrap around care.

There was also half hour early drop off from 8.30 each day.

**Section E****Financial review**

**Brief statement of the charity's policy on reserves**

The trustees have agreed that reserves of one terms running expenses ,(approx. £30,000) should be retained in case of unexpected falis in income, £5,000 flood risk contingency to replace equipment/disruption if we have another future flood, £10,000 staff sickness/cover reserve, staff statutory redundancy reserve £25,000 giving a total reserve balance of £70,000

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**


You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F****Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Stephanie Pinder	
<b>Position (eg Secretary, Chair, etc)</b>	Chairperson	
<b>Date</b>	26/10/2024	

# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

First Steps Orrishmere Pre-School

On accounts for the year  
ended

7<sup>th</sup> April 2024

Charity no  
(if any)

Set out on pages

4 and 5

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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*Ian Roger Newton*

Date:

13.8.24

Name:

Ian Roger Newton

Relevant professional  
qualification(s) or body  
(if any):

Retired Chartered Accountant

<b>Address:</b>	138 Moss Lane
	Bramhall, Stockport
	Cheshire Sk7 1EE

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

## First Steps Orrishmere Pre-School

Charity No:

### Receipts & Payments for the Year Ending 7 April 2024

<u>Receipts</u>	<u>YE 2024</u>	<u>YE 2023</u>	
Fees	26,702.33	19,043.05	
Grant Fees	54,183.00	50,723.58	
Grant Fees (SEN)	0.00	1,153.20	
Early Drop Off	382.50	400.10	
<b>Total Fees</b>	<b>81,267.83</b>	<b>71,319.93</b>	
Apprentice Income	0.00	0.00	
Photograph Commission	51.00	70.00	
Trip Income	590.00	869.50	
Sundry Income	0.00	0.00	
Donations/ Grant Apps	0.00	111.00	
Job Retention Scheme (COVID)	0.00	0.00	
Interest	1,037.09	429.64	
<b>Total Receipts</b>	<b>1,678.09</b>	<b>1,480.14</b>	<b>82,945.92</b>
			<b>72,800.07</b>
<u>Payments</u>			
Salaries	(81,367.78)	(85,101.15)	
Training	(577.50)	(160.00)	
Rent	(4,472.52)	(4,496.31)	
Development & Equipment	(1,449.02)	(2,342.46)	
Office & Admin & Running Exps	(1,603.77)	(2,484.90)	
Subscriptions & Insurance	(765.71)	(695.22)	
Activities & Snacks (inc Petty Cash)	(3,884.86)	(2,143.39)	
Summer Trip	(801.00)	(826.00)	
Christmas Party	0.00	0.00	
Building Donation	0.00	0.00	
Committee Exps	0.00	0.00	
<b>Total Payments</b>			<b>(94,922.16)</b>
			<b>(98,249.43)</b>
Surplus/(Deficit) for Year			<b>(11,976.24)</b>
			<b>(25,449.36)</b>
<u>Note (exclude following for underlying surplus for year)</u>			
Include - Grant Fees excludes summer term 2022 advance from Stockport Council (received in 21/22 relates to 22/23)			17,982.00
<b>Underlying Suplus/ (Deficit) for year</b>			<b>17,982.00</b>
			<b>(7,467.36)</b>

**First Steps Orrishmere Pre-School****Charity No:****Statement of Assets & Liabilities as at 7 April 2024**

<b>Assets - Equipment</b>	<u>2024</u>	<u>2023</u>
Books Value		
Toys/ equipment	1,000	1,000
Computer NBV Bfwd	18.19	24.25
Equipment NBV Bfwd	64.22	80.28
Depreciate computer @ 25%	- 4.55	- 6.06
Depreciation Equip at 20% RV	- 12.84	- 16.06
Depreciation Toypsp at 20% RV	- 200.00	- 200.00
Assets Cfwd	<u>865.02</u>	<u>882.41</u>

**Current Assets**

Debtors

**Banks & Cash**

Bank Deposit Account	66,276.74	78,280.00
Bank Current Account	1,000.00	1,000.00
Petty Cash at First Steps	161.15	134.13

Total Cash & Banks	<u>67,437.89</u>	<u>79,414.13</u>
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**Current Liabilities - Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	-	-
HMRC Job Retention Voluntary Repayment	-	-
Less Parents Fees paid in advance for Summer Term 1	-	- 259.20

**Restricted Funds (included in Bank Deposit****Account)**

Restricted Funds (Area Funding Grant)	-	-
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**Reconcile Movement on Banks & Cash to Receipts & Expenditure**

Cash & Bank Bfwd	79,414.13	104,863.49
Surplus/(Deficit)	- 11,976.24	- 25,449.36
Cash & Bank Cfwd	<u>67,437.89</u>	<u>79,414.13</u>
Control check Total Cash and Bank	67,437.89	79,414.13
Diff	- 0.00	- 0.00

**Petty Cash**

Cash in Hand b/fwd	134.13	14.74
Top Up during year (type Trans to PC)	650.00	750.00
Total spend via Petty Cash in year	- 622.98	- 630.61
Expected Cash in Hand c/fwd	161.15	134.13
Actual Cash in Hand at Year End	161.15	134.13
Difference	-	0.00

# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

First Steps Orrishmere Pre-School

On accounts for the year  
ended

7<sup>th</sup> April 2024

Charity no  
(if any)

Set out on pages

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Respective  
responsibilities of  
trustees and examiner

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2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

*Roger Newton*

Date:

13.8.24

Name:

Ian Roger Newton

Relevant professional  
qualification(s) or body  
(if any):

Retired Chartered Accountant

<b>Address:</b>	138 Moss Lane
	Bramhall, Stockport
	Cheshire Sk7 1EE

**Section B**

**Disclosure**

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Give here brief details of any items that the examiner wishes to disclose.

## First Steps Orrishmere Pre-School

Charity No:

### Receipts & Payments for the Year Ending 7 April 2024

#### Receipts

	<u>YE 2024</u>	<u>YE 2023</u>	
Fees	26,702.33	19,043.05	
Grant Fees	54,183.00	50,723.58	
Grant Fees (SEN)	0.00	1,153.20	
Early Drop Off	382.50	400.10	
<b>Total Fees</b>	<b>81,267.83</b>	<b>71,319.93</b>	
Apprentice Income	0.00	0.00	
Photograph Commission	51.00	70.00	
Trip Income	590.00	869.50	
Sundry Income	0.00	0.00	
Donations/ Grant Apps	0.00	111.00	
Job Retention Scheme (COVID)	0.00	0.00	
Interest	1,037.09	429.64	
<b>Total Receipts</b>	<b>1,678.09</b>	<b>1,480.14</b>	
			<b>82,945.92</b>
			<b>72,800.07</b>

#### Payments

Salaries	(81,367.78)	(85,101.15)	
Training	(577.50)	(160.00)	
Rent	(4,472.52)	(4,496.31)	
Development & Equipment	(1,449.02)	(2,342.46)	
Office & Admin & Running Exps	(1,603.77)	(2,484.90)	
Subscriptions & Insurance	(765.71)	(695.22)	
Activities & Snacks (inc Petty Cash)	(3,884.86)	(2,143.39)	
Summer Trip	(801.00)	(826.00)	
Christmas Party	0.00	0.00	
Building Donation	0.00	0.00	
Committee Exps	0.00	0.00	
<b>Total Payments</b>			<b>(94,922.16)</b>
			<b>(98,249.43)</b>
Surplus/(Deficit) for Year		<b>(11,976.24)</b>	<b>(25,449.36)</b>

#### Note (exclude following for underlying surplus for year)

Include - Grant Fees excludes summer term 2022 advance from Stockport Council (received in 21/22 relates to 22/23)

17,982.00

**Underlying Suplus/ (Deficit) for year**

**(11,976.24)**

**17,982.00**

**(7,467.36)**

**First Steps Orrishmere Pre-School****Charity No:****Statement of Assets & Liabilities as at 7 April 2024**

<b>Assets - Equipment</b>	<u>2024</u>	<u>2023</u>
Books Value		
Toys/ equipment	1,000	1,000
Computer NBV Bfwd	18.19	24.25
Equipment NBV Bfwd	64.22	80.28
Depreciate computer @ 25%	- 4.55	- 6.06
Depreciation Equip at 20% RV	- 12.84	- 16.06
Depreciation Toypsp at 20% RV	- 200.00	- 200.00
Assets Cfwd	<u>865.02</u>	<u>882.41</u>

**Current Assets**

Debtors

**Banks & Cash**

Bank Deposit Account	66,276.74	78,280.00
Bank Current Account	1,000.00	1,000.00
Petty Cash at First Steps	161.15	134.13

Total Cash & Banks	<u>67,437.89</u>	<u>79,414.13</u>
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**Current Liabilities - Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	-	-
HMRC Job Retention Voluntary Repayment	-	-
Less Parents Fees paid in advance for Summer Term 1	-	- 259.20

**Restricted Funds (included in Bank Deposit****Account)**

Restricted Funds (Area Funding Grant)	-	-
---------------------------------------	---	---

**Reconcile Movement on Banks & Cash to Receipts & Expenditure**

Cash & Bank Bfwd	79,414.13	104,863.49
Surplus/(Deficit)	- 11,976.24	- 25,449.36
Cash & Bank Cfwd	<u>67,437.89</u>	<u>79,414.13</u>
Control check Total Cash and Bank	67,437.89	79,414.13
Diff	- 0.00	- 0.00

**Petty Cash**

Cash in Hand b/fwd	134.13	14.74
Top Up during year (type Trans to PC)	650.00	750.00
Total spend via Petty Cash in year	- 622.98	- 630.61
Expected Cash in Hand c/fwd	161.15	134.13
Actual Cash in Hand at Year End	161.15	134.13
Difference	-	0.00

**ORRISHMERE PLAYGROUP**

England & Wales - Charity number 1020249

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	8th	April	2022		7th	April	2023

## Section A Reference and administration details

<b>Charity name</b>	Orrishmere Play Group	
<b>Other names charity is known by</b>	First Steps Orrishmere Pre-School	
<b>Registered charity number (if any)</b>	1020249	
<b>Charity's principal address</b>	Scout Headquarters	
	Warwick Close	
	Cheadle Hulme	
	<b>Postcode</b>	<b>SK8 5NN</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Muggeridge	Treasurer		
2	Mark Finnigan	Chairperson		
3	Natalie Peters			
4	Caroline Farrow			
5				
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The aims of the pre-school are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

- (a) offering appropriate play, education and care facilities together with the rights of parents to take responsibility for and to become involved with the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, religion, culture, means or ability.
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D Achievements and performance

### Summary of the main achievements of the charity during the year

Ran 38 weeks of 6.50 hours each reaching a total circa 30 children.

Continued to recover from impact of COVID

Promoted and attracted children to the nursery despite increased competition from local primary schools offering enhanced nursery provision and wrap around care.

There was also half hour early drop off from 8.30 each day.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The trustees have agreed that reserves of one terms running expenses , (approx. £30,000) should be retained in case of unexpected falls in income, £20,000 reserved for potential costs of replacement floor following the 2019 flood, £10,000 flood risk contingency to replace equipment/disruption if we have another future flood, £10,000 staff sickness/cover reserve, £5k Energy Crisis reserve giving a total reserve balance of £75,000

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

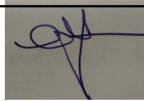
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Mark Finnigan	
	Chairperson	

**Position (eg Secretary, Chair, etc)**

Date 12/07/2023



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

**Report to the trustees/  
members of**

First Steps Orrishmere Pre-School

**On accounts for the year  
ended**

7 <sup>th</sup> April 2023	<b>Charity no (if any)</b>	
----------------------------	--------------------------------	--

**Set out on pages**

4 and 5

**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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 the trustees concerning any 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Ian Roger Newton*

**Date:**

1.7.23

**Name:**

Ian Roger Newton

**Relevant professional  
qualification(s) or body  
(if any):**

Retired Chartered Accountant

Address:

138 Moss Lane

Bramhall, Stockport

Cheshire Sk7 1EE

**Disclosure**

Only complete if the examiner needs to highlight material problems.

ere brief details of  
tems that the  
aminer wishes to  
disclose.

A large, empty rectangular box with a thin black border, occupying the right two-thirds of the page. It is intended for the user to provide brief details of items that the examiner wishes to disclose.

**First Steps Orrishmere Pre-School**

Charity No:

**Receipts & Payments for the Year Ending 7 April 2023**

<b>Receipts</b>	<b>YE 2023</b>	<b>YE 2022</b>	
Fees	19,043.05 ✓	36,769.50	
Grant Fees	50,723.58 ✓	80,133.80	
Grant Fees (SEN)	1,153.20 ✓	3,651.80	
Early Drop Off	400.10 ✓	884.05	
Total Fees	<u>71,319.93</u>	<u>121,439.15</u>	
Apprentice Income	0.00	0.00	
Photograph Commission	70.00 ✓	88.00	
Trip Income	869.50 ✓	0.00	
Sundry Income	0.00	0.00	
Donations/ Grant Apps	111.00 ✓	0.00	
Job Retention Scheme (COVID)	0.00	(6,123.01)	
Interest	429.64 ✓	8.46	
	<u>1,480.14</u>	<u>- 6,026.55</u>	
<b>Total Receipts</b>		<u>72,800.07 ✓</u>	<u>115,412.60</u>
<b>Payments</b>			
Salaries	(85,101.15) ✓	(83,772.67)	
Training	(160.00) ✓	(54.00)	
Rent	(4,496.31) ✓	(3,435.44)	
Development & Equipment	(2,342.46) ✓	(8,062.79)	
Office & Admin & Running Exps	(2,484.90) ✓	(1,899.75)	
Subscriptions & Insurance	(695.22) ✓	(680.95)	
Activities & Snacks (inc Petty Cash)	(2,143.39) ✓	(3,113.41)	
Summer Trip	(826.00) ✓	(35.00)	
Christmas Party	0.00	0.00	
Building Donation	0.00	0.00	
Committee Exps	0.00	0.00	
<b>Total Payments</b>		<u>(98,249.43) ✓</u>	<u>(101,054.01)</u>
Surplus/(Deficit) for Year		<u><b>(25,449.36)</b></u>	<u><b>14,358.59</b></u>
<b>Note (exclude following for underlying surplus for year)</b>			
Include - Grant Fees excludes summer term 2022 advance from Stockport Council (received in 21/22 relates to 22/23)		17,982.00	11,869.20
Remove - Grant Fees includes summer term 2023 advance from Stockport Council (paid in 22/23 relates to 23/24)			
Summer grant received on 11th April 23 so didn't hit 22 23		-	17,982.00
Remove Parents Fees paid in advance for Summer Term 1		-	-
Removed repayment of Job Retention Scheme (repaid 21/22)			6,123.01
		<u>17,982.00</u>	<u>10.21</u>
<b>Underlying Suplus/ (Deficit) for year</b>		<u><b>(7,467.36)</b></u>	<u><b>14,368.80</b></u>

**First Steps Orrishmere Pre-School****Charity No:****Statement of Assets & Liabilities as at 7 April 2023**

<b>Assets - Equipment</b>	<b>2023</b>	<b>2022</b>
Books Value		
Toys/ equipment	1,000	
Computer NBV Bfwd	24.25	32.33
Equipment NBV Bfwd	80.28	100.34
Depreciate computer @ 25%	- 6.06	- 8.08
Depreciation Equip at 20% RV	- 16.06	- 20.07
Depreciation Toyp at 20% RV	- 200.00	1.62
Assets Cfwd	882.41	104.52

**Current Assets**

<b>Debtors</b>		
<b>Banks &amp; Cash</b>		
Bank Deposit Account	78,280.00 ✓	103,848.75
Bank Current Account	1,000.00 ✓	1,000.00
Petty Cash at First Steps	134.13	14.74
Total Cash & Banks	79,414.13 ✓	104,863.49

**Current Liabilities - Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	-	-
HMRC Job Retention Voluntary Repayment	-	-
Less Parents Fees paid in advance for Summer Term 1	- 259.20	-

**Restricted Funds (included in Bank****Deposit Account)**

Restricted Funds (Area Funding Grant)	-	-
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**Reconcile Movement on Banks & Cash to Receipts & Expenditure**

Cash & Bank Bfwd	104,863.49	90,504.90
Surplus/(Deficit)	- 25,449.36 ✓	14,358.59
Cash & Bank Cfwd	79,414.13 ✓	104,863.49
Control check Total Cash and Bank	79,414.13	104,863.49
Diff	- 0.00	- 0.00

**Petty Cash**

Cash in Hand b/fwd	14.74	83.69
Top Up during year (type Trans to PC)	750.00	600.00
Total spend via Petty Cash in year	- 630.61	- 668.95
Expected Cash in Hand c/fwd	134.13 ✓	14.74



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

**Report to the trustees/  
members of**

First Steps Orrishmere Pre-School

**On accounts for the year  
ended**

7 <sup>th</sup> April 2023	<b>Charity no (if any)</b>	
----------------------------	--------------------------------	--

**Set out on pages**

4 and 5

**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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 the trustees concerning any 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Ian Roger Newton*

**Date:**

1.7.23

**Name:**

Ian Roger Newton

**Relevant professional  
qualification(s) or body  
(if any):**

Retired Chartered Accountant

Address:

138 Moss Lane

Bramhall, Stockport

Cheshire Sk7 1EE

**Disclosure**

Only complete if the examiner needs to highlight material problems.

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tems that the  
aminer wishes to  
disclose.

A large, empty rectangular box with a thin black border, occupying the right two-thirds of the page. It is intended for the user to provide details about the items mentioned in the text on the left.

**First Steps Orrishmere Pre-School**

Charity No:

**Receipts & Payments for the Year Ending 7 April 2023**

<b>Receipts</b>	<b>YE 2023</b>	<b>YE 2022</b>	
Fees	19,043.05 ✓	36,769.50	
Grant Fees	50,723.58 ✓	80,133.80	
Grant Fees (SEN)	1,153.20 ✓	3,651.80	
Early Drop Off	400.10 ✓	884.05	
Total Fees	<u>71,319.93</u>	<u>121,439.15</u>	
Apprentice Income	0.00	0.00	
Photograph Commission	70.00 ✓	88.00	
Trip Income	869.50 ✓	0.00	
Sundry Income	0.00	0.00	
Donations/ Grant Apps	111.00 ✓	0.00	
Job Retention Scheme (COVID)	0.00	(6,123.01)	
Interest	429.64 ✓	8.46	
	<u>1,480.14</u>	<u>- 6,026.55</u>	
<b>Total Receipts</b>		<u>72,800.07 ✓</u>	<u>115,412.60</u>
<b>Payments</b>			
Salaries	(85,101.15) ✓	(83,772.67)	
Training	(160.00) ✓	(54.00)	
Rent	(4,496.31) ✓	(3,435.44)	
Development & Equipment	(2,342.46) ✓	(8,062.79)	
Office & Admin & Running Exps	(2,484.90) ✓	(1,899.75)	
Subscriptions & Insurance	(695.22) ✓	(680.95)	
Activities & Snacks (inc Petty Cash)	(2,143.39) ✓	(3,113.41)	
Summer Trip	(826.00) ✓	(35.00)	
Christmas Party	0.00	0.00	
Building Donation	0.00	0.00	
Committee Exps	0.00	0.00	
<b>Total Payments</b>		<u>(98,249.43) ✓</u>	<u>(101,054.01)</u>
Surplus/(Deficit) for Year		<u>(25,449.36)</u>	<u>14,358.59</u>
<b>Note (exclude following for underlying surplus for year)</b>			
Include - Grant Fees excludes summer term 2022 advance from Stockport Council (received in 21/22 relates to 22/23)		17,982.00	11,869.20
Remove - Grant Fees includes summer term 2023 advance from Stockport Council (paid in 22/23 relates to 23/24)			
Summer grant received on 11th April 23 so didn't hit 22 23		-	17,982.00
Remove Parents Fees paid in advance for Summer Term 1		-	-
Removed repayment of Job Retention Scheme (repaid 21/22)			6,123.01
		<u>17,982.00</u>	<u>10.21</u>
<b>Underlying Suplus/ (Deficit) for year</b>		<u>(7,467.36)</u>	<u>14,368.80</u>

**First Steps Orrishmere Pre-School****Charity No:****Statement of Assets & Liabilities as at 7 April 2023**

<b>Assets - Equipment</b>	<b>2023</b>	<b>2022</b>
Books Value		
Toys/ equipment	1,000	
Computer NBV Bfwd	24.25	32.33
Equipment NBV Bfwd	80.28	100.34
Depreciate computer @ 25%	- 6.06	- 8.08
Depreciation Equip at 20% RV	- 16.06	- 20.07
Depreciation Toyp at 20% RV	- 200.00	1.62
Assets Cfwd	882.41	104.52

**Current Assets****Debtors****Banks & Cash**

Bank Deposit Account	78,280.00 ✓	103,848.75
Bank Current Account	1,000.00 ✓	1,000.00
Petty Cash at First Steps	134.13	14.74

Total Cash & Banks	79,414.13 ✓	104,863.49
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**Current Liabilities - Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	-	-
HMRC Job Retention Voluntary Repayment	-	-
Less Parents Fees paid in advance for Summer Term 1	- 259.20	-

**Restricted Funds (included in Bank****Deposit Account)**

Restricted Funds (Area Funding Grant)	-	-
---------------------------------------	---	---

**Reconcile Movement on Banks & Cash to Receipts & Expenditure**

Cash & Bank Bfwd	104,863.49	90,504.90
Surplus/(Deficit)	- 25,449.36 ✓	14,358.59
Cash & Bank Cfwd	79,414.13 ✓	104,863.49
Control check Total Cash and Bank	79,414.13	104,863.49
Diff	- 0.00	- 0.00

**Petty Cash**

Cash in Hand b/fwd	14.74	83.69
Top Up during year (type Trans to PC)	750.00	600.00
Total spend via Petty Cash in year	- 630.61	- 668.95
Expected Cash in Hand c/fwd	134.13 ✓	14.74

**ORRISHMERE PLAYGROUP**

England & Wales - Charity number 1020249

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	8th	April	2021		7th	April	2022

## Section A Reference and administration details

**Charity name**  
**Other names charity is known by**  
**Registered charity number**  
**Charity's principal**

Orrishmere Play Group	
First Steps Orrishmere Pre-School	
1020249	
Scout Headquarters	
Warwick Close	
Cheadle Hulme	
<b>Postcode</b>	<b>SK8 5NN</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
1	David Muggeridge	Treasurer		
2	Mark Finnigan	Chairperson		
3	Natalie Peters			
4	Caroline Farrow			
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

<b>Name</b>	<b>Dates acted if not for whole year</b>

**Names and addresses of advisers (Optional information)**

Type of adviser

Name

	Address	

**Name of chief executive or names of senior staff members (Optional information)**

--

**Section B Structure, governance and management**

**Description of the charity’s trusts**

Type of governing document  
(eg. trust deed, constitution)

How the charity is constituted  
(eg. trust, association, company)

Trustee selection methods  
(eg. appointed by, elected by)

Trust
Appointed by existing trustees

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

--

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The aims of the pre-school are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

--

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

- (a) offering appropriate play, education and care facilities together with the rights of parents to take responsibility for and to become involved with the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, religion, culture, means or ability.
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D Achievements and performance

### **Summary of the main achievements of the charity during the year**

Ran 38 weeks of 6.50 hours each reaching a total circa 30 children.

Continued to offer full service during second COVID lock down

There was also half hour early drop off from 8.30 each day.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The trustees have agreed that reserves of one terms running expenses ,(approx. £30,000) should be retained in case of unexpected falls in income, £20,000 reserved for potential costs of replacement floor following the 2019 flood, £10,000 flood risk contingency to replace equipment/disruption if we have another future flood, £10,000 staff sickness/cover reserve,£5k Energy Crisis reserve giving a total reserve balance of £75,000

### Details of any funds materially in deficit

### Further financial review details (Optional information)

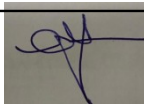
You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Mark Finnigan	
<b>Position (eg Secretary, Chair, etc)</b>	Chairperson	

**Date** 21/11/2022



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

First Steps Orrishmere Pre-School

On accounts for the year  
ended

7<sup>th</sup> April 2022

Charity no  
(if any)

Set out on pages

4 and 5

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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

23.7.22

Name:

Ian Roger Newton

Relevant professional  
qualification(s) or body  
(if any):

Retired Chartered Accountant

Address: | 138 Moss Lane

Bramhall, Stockport

Cheshire Sk7 1EE

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

## First Steps Orrishmere Pre-School

Charity No:

### Receipts & Payments for the Year Ending 7 April 2022

<u>Receipts</u>	<u>YE 2022</u>	<u>YE 2021</u>	
Fees	36,769.50	22,623.23	
Grant Fees	80,133.80	53,839.58	
Grant Fees (SEN)	3,651.80	-	
Early Drop Off	884.05	97.00	
Total Fees	121,439.15	76,559.81	
Apprentice Income	0.00	0.00	
Photograph Commission	88.00	30.00	
Trip Income	0.00	-	
Sundry Income	0.00	0.00	
Donations/ Grant Apps	0.00	954.00	
Job Retention Scheme (COVID)	(6,123.01)	10,012.21	
Interest	8.46	31.09	
	(6,026.55)	11,027.30	
<b>Total Receipts</b>		115,412.60	87,587.11
<u>Payments</u>			
Salaries	(83,772.67)	(73,986.74)	
Training	(54.00)	(318.20)	
Rent	(3,435.44)	(959.00)	
Development & Equipment	(8,062.79)	(1,115.13)	
Office & Admin & Running Exps	(1,899.75)	(1,648.12)	
Subscriptions & Insurance	(680.95)	(679.70)	
Activities & Snacks (inc Petty Cash)	(3,113.41)	(1,133.08)	
Summer Trip	(35.00)	0.00	
Christmas Party	0.00	0.00	
Building Donation	0.00	0.00	
Committee Exps	0.00	0.00	
<b>Total Payments</b>		(101,054.01)	(79,839.97)
Surplus/(Deficit) for Year		<u>14,358.59</u>	<u>7,747.14</u>

#### Note (exclude following for underlying surplus for year)

Include - Grant Fees excludes summer term 2021 advance from Stockport Council (received in 20/21 relates to 21/22)	11,869.20	15,965.28
Remove - Grant Fees includes summer term 2022 advance from Stockport Council (paid in 21/22 relates to 22/23)	- 17,982.00	- 11,869.20
Remove Parents Fees paid in advance for Summer Term 1	-	- 1,616.01
add back/Remove repayment of Job Retention Scheme (repaid 21/22)	6,123.01	- 6,123.01
	<u>10.21</u>	<u>- 3,642.94</u>
<b>Underlying Suplus/ (Deficit) for year</b>	<u>14,368.80</u>	<u>4,104.20</u>

**First Steps Orrishmere Pre-School****Charity No:****Statement of Assets & Liabilities as at 7 April 2022**

<b>Assets - Equipment</b>	<b>2022</b>	<b>2021</b>
Books Value		
Computer NBV Bfwd	32.33	43.11
Equipment NBV Bfwd	100.34	125.43
Depreciate computer @ 25%	- 8.08	- 10.78
Depreciation Equip at 20% RV	- 20.07	- 25.09
Assets Cfwd	104.52	132.68

**Current Assets**

Debtors		
<b>Banks &amp; Cash</b>		
Bank Deposit Account	103,848.75	89,421.21
Bank Current Account	1,000.00	1,000.00
Petty Cash at First Steps	14.74	83.69
Total Cash & Banks	104,863.49	90,504.90

**Current Liabilities - Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	- 17,982.00	- 11,869.20
HMRC Job Retention Voluntary Repayment	-	- 686.28
Less Parents Fees paid in advance for Summer Term 1	-	- 3,981.68

**Reconcile Movement on Banks & Cash to Receipts & Expenditure**

Cash & Bank Bfwd	90,504.90	82,757.76
Surplus/(Deficit)	14,358.59	7,747.14
Cash & Bank Cfwd	104,863.49	90,504.90
Control check Total Cash and Bank	104,863.49	90,504.90
Diff	- 0.00	- 0.00

**Petty Cash**

Cash in Hand b/fwd	83.69	154.47
Top Up during year (type Trans to PC)	600.00	300.00
Total spend via Petty Cash in year	- 668.95	- 370.78
Expected Cash in Hand c/fwd	14.74	83.69
Actual Cash in Hand at Year End	14.74	83.69
Difference	0.00	0.00



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

First Steps Orrishmere Pre-School

On accounts for the year  
ended

7<sup>th</sup> April 2022

Charity no  
(if any)

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responsibilities of  
trustees and examiner

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23.7.22

Name:

Ian Roger Newton

Relevant professional  
qualification(s) or body  
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Retired Chartered Accountant

Address: | 138 Moss Lane

Bramhall, Stockport

Cheshire Sk7 1EE

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Charity No:

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Subscriptions & Insurance	(680.95)	(679.70)	
Activities & Snacks (inc Petty Cash)	(3,113.41)	(1,133.08)	
Summer Trip	(35.00)	0.00	
Christmas Party	0.00	0.00	
Building Donation	0.00	0.00	
Committee Exps	0.00	0.00	
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	<u>10.21</u>	<u>- 3,642.94</u>
<b>Underlying Suplus/ (Deficit) for year</b>	<u>14,368.80</u>	<u>4,104.20</u>

**First Steps Orrishmere Pre-School****Charity No:****Statement of Assets & Liabilities as at 7 April 2022**

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Books Value		
Computer NBV Bfwd	32.33	43.11
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Depreciate computer @ 25%	- 8.08	- 10.78
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<b>Assets Cfwd</b>	<b>104.52</b>	<b>132.68</b>

**Current Assets**

Debtors		
<b>Banks &amp; Cash</b>		
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Petty Cash at First Steps	14.74	83.69
<b>Total Cash &amp; Banks</b>	<b>104,863.49</b>	<b>90,504.90</b>

**Current Liabilities - Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	- 17,982.00	- 11,869.20
HMRC Job Retention Voluntary Repayment	-	- 686.28
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Diff	- 0.00	- 0.00

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Actual Cash in Hand at Year End	<b>14.74</b>	83.69
Difference	0.00	0.00

**ORRISHMERE PLAYGROUP**

England & Wales - Charity number 1020249

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	8th	April	2020		7th	April	2021

## Section A Reference and administration details

**Charity name**  
**Other names charity is known by**  
**Registered charity number**  
**Charity's principal**

Orrishmere Play Group	
First Steps Orrishmere Pre-School	
1020249	
Scout Headquarters	
Warwick Close	
Cheadle Hulme	
<b>Postcode</b>	<b>SK8 5NN</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
1	David Muggeridge	Treasurer		
2	Mark Finnigan	Chairperson		
3	Natalie Peters			
4	Maria Oldfield			
5	Caroline Farrow			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

<b>Name</b>	<b>Dates acted if not for whole year</b>

## Names and addresses of advisers (Optional information)

Type of adviser

Name

Type of adviser	Address	Name

## Name of chief executive or names of senior staff members (Optional information)

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

How the charity is constituted  
(eg. trust, association, company)

Trustee selection methods  
(eg. appointed by, elected by)

Trust
Appointed by existing trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The aims of the pre-school are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

- (a) offering appropriate play, education and care facilities together with the rights of parents to take responsibility for and to become involved with the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, religion, culture, means or ability.
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D Achievements and performance

### **Summary of the main achievements of the charity during the year**

Ran 38 weeks of 6.50 hours each reaching a total circa 35 children.

Maintained provision for all key workers during the COVID pandemic

There was also half hour early drop off from 8.30 each day.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The trustees have agreed that reserves of one terms running expenses ,(approx. £30,000) should be retained in case of unexpected falls in income, £20,000 reserved for potential costs of replacement floor following the 2019 flood, £10,000 flood risk contingency to replace equipment/disruption if we have another future flood, £10,000 staff sickness/cover reserve giving a total reserve balance of £70,000

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

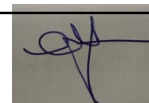
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Mark Finnigan

Position (eg Secretary, Chair, etc)

Chairperson

**Date** 22/11/2021



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

First Steps Orrishmere Pre-School

On accounts for the year  
ended

7<sup>th</sup> April 2020

Charity no  
(if any)

Set out on pages

4 and 5

Respective  
responsibilities of  
trustees and examiner

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Basis of independent  
examiner's statement

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Independent  
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  - to keep accounting records in accordance with section 130 of the Charities Act; and
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2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

7.8.21

Name:

Ian Roger Newton

Relevant professional  
qualification(s) or body  
(if any):

Retired Chartered Accountant

**Address:**

138 Moss Lane

Bramhall, Stockport

Cheshire Sk7 1EE

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems. -

**Give here brief details of any items that the examiner wishes to disclose.**

## First Steps Orrishmere Pre-School

Charity No:

### Receipts & Payments for the Year Ending 7 April 2021

<u>Receipts</u>	<u>YE 2021</u>	<u>YE 2020</u>	
Fees	22,623.23	20,341.69	
Grant Fees	53,839.58	66,385.24	
Grant Fees (SEN)	0.00	-	
Early Drop Off	97.00	330.50	
<b>Total Fees</b>	<b>76,559.81</b>	<b>87,057.43</b>	
Apprentice Income	0.00	0.00	
Photograph Commission	30.00	48.00	
Trip Income	0.00	569.90	
Sundry Income	0.00	0.00	
Donations/ Grant Apps	954.00	300.00	
Job Retention Scheme (COVID)	10,012.21	0.00	
Interest	31.09	144.38	
	<b>11,027.30</b>	<b>1,062.28</b>	
<b>Total Receipts</b>		<b>87,587.11</b>	<b>88,119.71</b>
<u>Payments</u>			
Salaries	(73,986.74)	(74,042.93)	
Training	(318.20)	(506.80)	
Rent	(959.00)	(4,418.77)	
Development & Equipment	(1,115.13)	(4,895.98)	
Office & Admin & Running Exps	(1,648.12)	(3,653.42)	
Subscriptions & Insurance	(679.70)	(145.70)	
Activities & Snacks (inc Petty Cash)	(1,133.08)	(2,168.95)	
Summer Trip	0.00	(899.50)	
Christmas Party	0.00	0.00	
Building Donation	0.00	0.00	
Committee Exps	0.00	0.00	
<b>Total Payments</b>		<b>(79,839.97)</b>	<b>(90,732.05)</b>
Surplus/(Deficit) for Year		<b>7,747.14</b>	<b>(2,612.34)</b>

#### Note (exclude following for underlying surplus for year)

Include - Grant Fees excludes summer term 2019 advance from Stockport Council (received in 19/20 relates to 20/21)	15,965.28	22,913.28	
Remove - Grant Fees includes summer term 2020 advance from Stockport Council (paid in 20/21 relates to 21/22)	- 11,869.20	- 15,965.28	
Donation/ Grant Apps restricted fund grant application		- 300.00	
Remove Parents Fees paid in advance for Summer Term 1	- 1,616.01		
Removed repayment of Job Retention Scheme (repaid 21/22)	- 6,123.01		
	<b>- 3,642.94</b>	<b>6,648.00</b>	
<b>Underlying Suplus/ (Deficit) for year</b>	<b>4,104.20</b>	<b>4,035.66</b>	

## **First Steps Orrishmere Pre-School**

### **Charity No:**

### **Statement of Assets & Liabilities as at 7 April 2021**

<b><u>Assets - Equipment</u></b>	<u>2021</u>	<u>2020</u>
Books Value		
Computer NBV Bfwd	43.11	57.48
Equipment NBV Bfwd	125.43	156.79
Depreciate computer @ 25%	- 10.78	- 14.37
Depreciation Equip at 20% RV	- 25.09	- 31.36
Assets Cfwd	132.68	168.54

### **Current Assets**

#### Debtors

#### Banks & Cash

Bank Deposit Account	89,421.21	81,603.29
Bank Current Account	1,000.00	1,000.00
Petty Cash at First Steps	83.69	154.47
Total Cash & Banks	90,504.90	82,757.76

### **Current Liabilities - Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	- 11,869.20	- 15,965.28
HMRC Job Retention Voluntary Repayment	- 6,123.01	
Less Parents Fees paid in advance for Summer Term 1	- 1,616.01	

### **Restricted Funds (included in Bank**

#### Deposit Account)

Restricted Funds (Area Funding Grant)	-	-
---------------------------------------	---	---

### **Reconcile Movement on Banks & Cash to Receipts & Expenditure**

Cash & Bank Bfwd	82,757.76	85,370.10
Surplus/(Deficit)	7,747.14	- 2,612.34
Cash & Bank Cfwd	90,504.90	82,757.76
Control check Total Cash and Bank	90,504.90	82,757.76
Diff	- 0.00	- 0.00

### **Petty Cash**

Cash in Hand b/fwd	154.47	27.64
Top Up during year (type Trans to PC)	300.00	900.00
Total spend via Petty Cash in year	- 370.78	- 773.17
Expected Cash in Hand c/fwd	83.69	154.47
Actual Cash in Hand at Year End	83.69	154.47
Difference	0.00	0.00



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

First Steps Orrishmere Pre-School

On accounts for the year  
ended

7<sup>th</sup> April 2020

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Signed:

Date:

7.8.21

Name:

Ian Roger Newton

Relevant professional  
qualification(s) or body  
(if any):

Retired Chartered Accountant

**Address:**

138 Moss Lane

Bramhall, Stockport

Cheshire Sk7 1EE

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems. -

**Give here brief details of any items that the examiner wishes to disclose.**

## First Steps Orrishmere Pre-School

Charity No:

### Receipts & Payments for the Year Ending 7 April 2021

<u>Receipts</u>	<u>YE 2021</u>	<u>YE 2020</u>	
Fees	22,623.23	20,341.69	
Grant Fees	53,839.58	66,385.24	
Grant Fees (SEN)	0.00	-	
Early Drop Off	97.00	330.50	
<b>Total Fees</b>	<b>76,559.81</b>	<b>87,057.43</b>	
Apprentice Income	0.00	0.00	
Photograph Commission	30.00	48.00	
Trip Income	0.00	569.90	
Sundry Income	0.00	0.00	
Donations/ Grant Apps	954.00	300.00	
Job Retention Scheme (COVID)	10,012.21	0.00	
Interest	31.09	144.38	
	<b>11,027.30</b>	<b>1,062.28</b>	
<b>Total Receipts</b>		<b>87,587.11</b>	<b>88,119.71</b>
<u>Payments</u>			
Salaries	(73,986.74)	(74,042.93)	
Training	(318.20)	(506.80)	
Rent	(959.00)	(4,418.77)	
Development & Equipment	(1,115.13)	(4,895.98)	
Office & Admin & Running Exps	(1,648.12)	(3,653.42)	
Subscriptions & Insurance	(679.70)	(145.70)	
Activities & Snacks (inc Petty Cash)	(1,133.08)	(2,168.95)	
Summer Trip	0.00	(899.50)	
Christmas Party	0.00	0.00	
Building Donation	0.00	0.00	
Committee Exps	0.00	0.00	
<b>Total Payments</b>		<b>(79,839.97)</b>	<b>(90,732.05)</b>
Surplus/(Deficit) for Year		<b>7,747.14</b>	<b>(2,612.34)</b>

#### Note (exclude following for underlying surplus for year)

Include - Grant Fees excludes summer term 2019 advance from Stockport Council (received in 19/20 relates to 20/21)	15,965.28	22,913.28	
Remove - Grant Fees includes summer term 2020 advance from Stockport Council (paid in 20/21 relates to 21/22)	- 11,869.20	- 15,965.28	
Donation/ Grant Apps restricted fund grant application		- 300.00	
Remove Parents Fees paid in advance for Summer Term 1	- 1,616.01		
Removed repayment of Job Retention Scheme (repaid 21/22)	- 6,123.01		
	<b>- 3,642.94</b>	<b>6,648.00</b>	
<b>Underlying Suplus/ (Deficit) for year</b>	<b>4,104.20</b>	<b>4,035.66</b>	

## **First Steps Orrishmere Pre-School**

### **Charity No:**

### **Statement of Assets & Liabilities as at 7 April 2021**

<b><u>Assets - Equipment</u></b>	<u>2021</u>	<u>2020</u>
Books Value		
Computer NBV Bfwd	43.11	57.48
Equipment NBV Bfwd	125.43	156.79
Depreciate computer @ 25%	- 10.78	- 14.37
Depreciation Equip at 20% RV	- 25.09	- 31.36
Assets Cfwd	132.68	168.54

### **Current Assets**

#### Debtors

#### Banks & Cash

Bank Deposit Account	89,421.21	81,603.29
Bank Current Account	1,000.00	1,000.00
Petty Cash at First Steps	83.69	154.47
Total Cash & Banks	90,504.90	82,757.76

### **Current Liabilities - Creditors**

Rent due not paid	-	-
Grant Fees Stockport (See Stockport Rolling Portal sheet)	- 11,869.20	- 15,965.28
HMRC Job Retention Voluntary Repayment	- 6,123.01	
Less Parents Fees paid in advance for Summer Term 1	- 1,616.01	

### **Restricted Funds (included in Bank**

#### Deposit Account)

Restricted Funds (Area Funding Grant)	-	-
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### **Reconcile Movement on Banks & Cash to Receipts & Expenditure**

Cash & Bank Bfwd	82,757.76	85,370.10
Surplus/(Deficit)	7,747.14	- 2,612.34
Cash & Bank Cfwd	90,504.90	82,757.76
Control check Total Cash and Bank	90,504.90	82,757.76
Diff	- 0.00	- 0.00

### **Petty Cash**

Cash in Hand b/fwd	154.47	27.64
Top Up during year (type Trans to PC)	300.00	900.00
Total spend via Petty Cash in year	- 370.78	- 773.17
Expected Cash in Hand c/fwd	83.69	154.47
Actual Cash in Hand at Year End	83.69	154.47
Difference	0.00	0.00