

**Uttoxeter Pre-School**  
Registered Charity Number 1021100

**Financial Accounts and Annual Report  
for the year ended 31<sup>st</sup> August 2020**

Uttoketer Pre-School is based at The United Reformed Church, Carter Street, Uttoketer, Staffs and is registered with the Charity Commissioners ( No 1021100).

The Charity is administered by a Committee comprising:

Chairperson	- Kayleigh Moody
Secretary	- Jamie Ratcliffe
Treasurer	- Salmha Richardson
Fundraisers	- Claire Smith

The object of the Uttoketer Pre-School is to provide a safe learning and social environment for pre-school children from the age of two years. The Uttoketer Pre-School ethos is "learning through play".

The Autumn 2019 term started with less children than the previous year. A large proportion of 3 year olds left to attend nurseries within schools. All staff returned, albeit on slightly less hours than the previous September. Suzanne made the decision to retire in February 2020.

The Town Mayor, Sue McGarry and some of her colleagues kindly offered to buy us a new kitchen out of their funding. Dove Valley properties fitted the kitchen over February half term at a discounted cost of £250. Howdens of Uttoketer supplied the kitchen and donated £100 for the Pre-School.

When the lockdown happened in March 2020, the Pre-School made the decision to close temporarily following consultancy with parents. It was felt that there weren't enough keyworker parents that needed our services. All staff apart from Jo Howson were placed on furlough. Jo Ratcliffe came off furlough in May 2020 to prepare for opening. As we had already received government funding for this term, we made use of this to pay staff wages and we managed to access the furlough scheme to cover the shortfall from fee payers. We also had a rent holiday from the church so our only outgoing was staff wages.

The Pre-School re-opened on 1st June 2020 with reduced numbers of children and one member of staff staying on furlough. There was not a lot of uptake from children registered with us but we were able to accept keyworker children from school nurseries. This generated some extra income of just over £2000 in funding money.

Due to COVID there hasn't been much fundraising. We had a fashion show booked for March 2020 but unfortunately this event was cancelled due to lockdown. Ticket money was refunded to parents and friends. Raffle prizes that had been donated have been saved and another fundraiser event will be organised as soon as we are able to.

Jo Ratcliffe, Preschool Manager  
23 February 2021  
For and behalf of the committee

# UTTOMETER PRE-SCHOOL RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2020

	31 August 2020	31 August 2019
<b>RECEIPTS</b>		
Fees	12,695	15,733
Grant- Government Funded Places	33,393	34,880
Bank Interest Received	2	2
Donations	26	46
Commission on Photograph Sales	-	70
Income from Fundraising Activities	21	406
Job Retention Scheme	1,977	-
	<u>48,114</u>	<u>51,137</u>
<b>PAYMENTS</b>		
Wages	38,072	47,077
Staff Pension	334	356
Rent	2,834	4,940
Staff Training	181	142
Security checks	13	34
Equipment, Books & Toys	109	524
Refreshments	86	173
Advertising and Leaflets	-	36
Stationery and Printing	949	949
Insurance and Subscription	761	788
Toiletries and Cleaning	289	429
General Expenses & Gifts	429	379
Accountancy	639	456
Debt collection	162	-
Consultancy	-	1,119
Postage and Telephone	152	115
Repairs and Equipment	144	100
Gifts and Party Expenses	188	188
Kitchen refurbishment	1,224	-
Laminator	28	-
Seating	40	-
Outdoor area improvements	-	372
Hoover	-	107
Fancy dress	-	42
	<u>46,634</u>	<u>58,326</u>
Net profit/(deficit) for the year	1,480	(7,189)
Cash and bank balances at 31 August 2019	8,337	15,526
Cash and bank balances at 31 August 2020	<u>9,817</u>	<u>8,337</u>

Note

# UTTOMETER PRE-SCHOOL NOTES TO THE ACCOUNTS AS AT 31 AUGUST 2020

## 1) Statement of assets and liabilities

	31 August 2020	31 August 2019
<b>Monetary Assets</b>	£	£
Cash in current account	9,505	7,753
Cash in building society	312	584
	<u>9,817</u>	<u>8,337</u>
<b>Liabilities</b>		
Accountancy fees	60	60

## 2) Receipts and Payments on Fund Raising Events.

	Receipts	Payments	Profit
Christmas cards	21	-	21
	<u>21</u>	<u>-</u>	<u>21</u>

## 3) Basis of preparation

These accounts have been prepared on a receipts and payments basis.

S Richardson  
Treasurer  
23 February 2021



I report on the accounts of the Charity for the year ended 31 August 2020 set out on pages 2 and 3.

### 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 144(2) of the Charities Act 2011 (the 2011 Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act 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 that would be required in 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 reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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.

Wynniatt Husey Ltd  
Chartered Accountants  
The Old Bakehouse  
Dove Walk, Utoxeter  
23 February 2021