

# **Uttoxeter Pre-School**

Registered Charity Number 1021100

## **Financial Accounts and Annual Report for the year ended 31<sup>st</sup> August 2023**

# UTTOXETER PRE-SCHOOL

## Annual Report for the year to 31 August 2023

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

The Charity is administered by a Committee comprising:

Chairperson	- Zoe Ingram
Secretary	- Jamie McNamara
Treasurer	- Salmha Richardson
Fundraisers	- Indiana Thacker Lauren Fellows

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

The Autumn 2022 term started very well with 32 children attending the Pre-School. All staff returned in September and were able to increase their hours to cover lunch times. Unfortunately, Jo Ratcliffe was still off sick recovering from cancer. Jan increased her hours considerably to cover Paula, as she and Lauren found that they needed more time for administration tasks.

During the Autumn term the Uttoxeter Lions kindly donated £200 which was put towards the cost of a new sofa for the book corner. At the same time the Pre-School also applied for CCF funding from our local councillors. The application was successful and funding of £3398.31 was received. This money was used towards the cost of the resurfacing of the outdoor play area in January 2023.

Just before Christmas the children made Christmas cards through Cauliflower Cards. This raised £59.50 in commission.

During the Spring term we employed a new member of staff, Rachel Clark, who started on 13 February on 25.5 hours per week. Our numbers dropped slightly to 30 children but we took the decision not to advertise the spaces to allow Paula more time to concentrate on administration tasks in her managerial role.

In April Jo Ratcliffe left her role as Pre-School manager. A COT3 agreement was drawn up to facilitate this. The whole process was ultimately very costly to the Pre-School with total expenditure being over £5000 in total.

As the summer term continued we are pleased to report that there were two new starters and at the end of the term there were 17 children leaving and going on to school.

Paula Stanton, Acting Pre-School Manager  
7 March 2024  
For and behalf of the committee

**UTTOXETER PRE-SCHOOL****RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2023**

	Note	31 August 2023	31 August 2022
<b>RECEIPTS</b>			
Fees		21,639	32,771
Grant- Government Funded Places		52,423	40,653
Bank Interest Received		2	1
Donations		200	-
Income from Fundraising Activities	2	-	93
Commission		60	56
ESBC Grant for Outdoor Area		3,398	-
		<hr/> 77,722	<hr/> 73,574
<b>PAYMENTS</b>			
Wages		60,508	53,686
Staff Pension		1,664	1,170
Rent		4,934	5,044
Staff Training		202	86
Security checks		13	13
Staff Uniform		88	208
Ex-gratia payment		3,740	-
Equipment, Books & Toys		229	814
Refreshments		333	256
Stationery and Printing		1,177	1,167
Insurance and Subscription		958	873
Toiletries and Cleaning		777	547
General Expenses & Gifts		700	382
Accountancy		546	456
Bank charges		60	40
Consultancy		1,990	-
Postage and Telephone		429	278
Repairs and Equipment		796	757
Gifts and Party Expenses		-	158
Office laptop		-	669
Outdoor Area Renovation		4,378	-
Family App		1,609	-
Decorating		1,069	-
		<hr/> 86,200	<hr/> 66,604
Net (deficit) /profit for the year		<hr/> (8,478)	<hr/> 6,970
Cash and bank balances at 31 August 2022	1	14,411	7,441
Cash and bank balances at 31 August 2023	1	<hr/> <hr/> 5,933	<hr/> <hr/> 14,411

# UTTOXETER PRE-SCHOOL

## NOTES TO THE ACCOUNTS AS AT 31 AUGUST 2023

### 1) Statement of assets and liabilities

	31 August 2023	31 August 2022
<b>Monetary Assets</b>	£	£
Cash in current accounts	5,245	13,975
Cash in reserve account	50	-
Cash in building society	638	436
	<u>5,933</u>	<u>14,411</u>
<b>Liabilities</b>		
Accountancy fees	150	150

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

Receipts	Payments	Profit
-	-	-
<u>-</u>	<u>-</u>	<u>-</u>

### 3) Basis of preparation

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

S Richardson  
Treasurer  
7 March 2024

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF UTTOXETER PRE-SCHOOL**

I report on the accounts of the Charity for the year ended 31 August 2023 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, Uttoxeter  
7 March 2024