

# KIDDIWINKS PRE-SCHOOL

England & Wales · Charity number 1023536

## Details

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Other names	KIDDIWINKS PLAYGROUP
Status	Registered
Legal form	Other
Registered	1993-07-12
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Gillingham Methodist Church 100 Third Avenue Gillingham ME7 2LU
Phone	01634 581304
Email	<a href="mailto:hadamspre-school@hotmail.co.uk">hadamspre-school@hotmail.co.uk</a>
Website	<a href="http://www.kiddiwinksgillingham.com">www.kiddiwinksgillingham.com</a>

## Activities

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**Objects:** TO ADVANCE 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

**Activities:** KIDDIWINKS IS A NOT FOR PROFIT PRE-SCHOOL FOR CHILDREN AGED 2 TO 5 YEARS. WE ARE REGISTERED WITH OFSTED.

## Classification

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

## Geography

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- Medway

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£218,224	£210,920	-	-
2024-08-31	£199,215	£177,852	-	-
2023-08-31	£177,383	£181,514	-	-
2022-08-31	£152,221	£149,305	-	-
2021-08-31	£145,615	£144,927	-	-

## Trustees

Name	Role	Appointed
<b>Roy Adams</b>	Chair	2020-11-26
Carrie Neeves		2025-11-28
HELEN ELLIS-ADAMS		2011-05-17
Rita Bansal		2024-11-25

**KIDDIWINKS PRE-SCHOOL**

England & Wales - Charity number 1023536

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# Accounts

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## Kiddiwinks Pre-school

Kiddiwinks Pre-school is a Registered Charity number 1023536

The Annual Report covers the financial year to 31st August 2024

The Pre-school rents the premises and operates from Gillingham Methodist Church

## Object of the Charity

The object of the Pre-school is to advance education of young children between the age of two and compulsory school age, by providing stimulating and creative play by qualified friendly staff in a fun safe and stimulating environment

## Mission Statement

Working together to provide quality care and a foundation for lifelong learning

Kiddiwinks pre-school  
Annual General Meeting Report  
25th November 2024

## Meeting Agenda

AGM 25th November 2023

1. Minutes of last meeting- vote are correct and true
2. Reports read (Chair, Supervisor, Treasurer, and Finance)
3. Nomination of Officers of the Committee
4. Updated policies to be voted in
5. Other business
6. Meeting close

## Minutes - Kiddiwinks Annual General Meeting Report 20th November 2023

In attendance Roy Adams, Belinda Jee, Helen Ellis-Adams, Maria Pieri, Carly Servante, Tom Servante, Zalu, Aureji, Victoria Wonder, Aston Hunt, Sophie Brady, Stephen Pocknall, Frank Whittaker, Delayna Comerford and James.

Minutes of the meeting 20th November 2023 9.05am start.

Helen opened the meeting by introducing herself and the other committee members Last year meeting and minutes was voted in as true by committee members.

Helen started the meeting by going through what was going to be discussed and some announcements that was not in her report. For example if any parents/carers and staff wanted to know more about the policies they are available on Tapestry as well as a hard copy kept on the premises.

Helen wanted to do a special thank you to Stephen Pocknall for his help in securing a £600 breakfast club donation that will enable the Pre-School to replace plates, cups and tables.

They were very grateful for the Autumn sponsored event donations from Term one this money was able to buy the construction set and some left over for new room dividers.

Kiddiwinks are trying to be more Eco friendly by replacing paper towels with cloths that can be cleaned and reused. Asking parents to think about what they put in their children's pack lunches for example less packaging more using reusable containers and they are now doing a compost heap for children left overs to avoid waste.

Meeting stopped a couple of times to allow parents who wanted to attend the meeting to settle and volunteers to come in and go into the other room.

Meeting adjourned where left off Helen about to go through her report

### Supervisor's Report: Helen

She started with thanking staff, parents/carers and volunteers for their support this year 2022/23 Staff update -Fifi returned from maternity leave in November 2022 and is back on track complete her apprenticeship at the end of this year. May has been working towards her Level 3 qualifications and hopes to complete her apprenticeship early December. Carrie has recently completed her Cache Level 3 Special Educational Needs Coordinator qualification in Early year setting. Carrie and Belinda are the well being ambassadors, they provide help and advise to staff team and parents/carers. Trudy helps with cooking sessions for the children and children/parents sessions. As well as attends many training initiatives that support promoting healthy early years. May is the Oral Health Expert. she is apart of a group that works in collaboration with other settings and professionals in promotion of good oral health for our families. Hazel and Maggie are valued volunteers that support the staff team in everyday practice

The establishment as a whole have been engaged in with Government initiatives to support settings in Covid recovery, been apart of Expert and Mentors programme and engaged in a Department of Education Early Years Professional Development Programme (EYPDP). Kiddiwinks are continuing to support children and families to stay healthy and have managed to achieve the Healthy Early Year (HEY) Gold Award.

The children's Christmas and Easter celebrations was recorded on Tapestry App so all parent/carers could be apart of it. The sports day was organised at the local park, which was enjoyed by all. They also invited along the parents to an afternoon tea party to celebrate the King's coronation. In July they arranged a teddy bears picnic to say goodbye to the school leavers and their families that were moving onto Year R

In September 2023 we welcomed new families to the setting.

They are continuing with the 15 minute period in the morning and home time as this allows smoother transitions for parents/carers, children and staff

Helen finished by saying thank you to everyone at the meeting, staff, volunteers, parents/car and the committee members.

Chair person Report - Roy Adams

He stated the current Officers for the committ Chair: Roy Adams Treasure: Maria Pieri Secretary: Carly Servante Roy then said that all committee members above have stated they would like to keep their existing positions but is there anyone else that would like to be considered. No one raised their hands.

We then nominated the officers of the committ Roy was nominated to stay as Chair by by Aston Hunt and James Maria was nominated to stay as Treasurer by Stephen Pocknall and Sophie Brady Carly was nominated to stay as Secretary by Victoria Wonder and Roy Adams

He lastly said a big thank you to all the families who generously donated equipment and money to the pre-school the last year. Also a special thank you to Helen and Belinda for their support and encouragement over the past years. He has enjoyed his involvement with Kiddiwinks over the years and looks forward to many more.

Treasurers Report 2023 - Belinda and Maria

Belinda explained Maria and hers role. They oversee the fundraising account. the petty cash need to signatures regarding any transactions. At no time will the petty cash be the responsibility for one person. Money that goes into the fundraising account is sponsored events, donations. These funds help towards food for snack times, new equipment, and other important resources need for the Preschool. Due to the overwhelming money raised from the Christmas and Easter Events. The total amounted to £625. They were able to renovate the outside area and introduce cooking experiences for the children and their families.

Financial Report 2023 - Belinda Jee finance/payroll manage

The financial year is from September 2022 to August 202 Business account balanced opened with £36,553.88 and the closing balance was £32,422.92 New account was opened during the year advised by Lloyds Bank. The old account is now closed The deposit account opened at £31,884.99 closed with added interest at £ 32,047.53 Lastly Belinda would like to thank all staff, the committee and everyone who helped this passe year. See AGM report for full details. Meeting finished 9:30

## Supervisor's Report

First of all a big thank you to all Staff, Parents and Committee for their support this year, 2023/24 has been another fantastic year at Kiddiwinks, we are a great team

The academic year started well in September 2023.

We would like to congratulate May and Fifi who have now completed their level 3 apprenticeship in Early years. We are very proud of them and thank them for their commitment to the training and to Kiddiwinks pre-school. We also welcome Charlotte back from maternity leave, it is great to have her back with us.

As a team we all continue our ongoing commitment for professional development and safeguarding has been a huge focus alongside promoting good mental health. Carrie and Belinda are our well being ambassadors, providing help and advice to the staff team and parents. Promoting and supporting the well being of all our staff and that of the children and their families is a continuing priority for Kiddiwinks.

We have also been a part of a rolling programme supporting early communication for our children. This is called 'Early Talk Boost' and is a small group experience for selected children over 9 weeks. We are also part of a new initiative called 'Emotional Coaching' supporting children in the setting to manage their emotions in a positive way.

This year will be continuing to support children and families to stay healthy, and we are proud to say that we have now achieved the Healthy Early Year (HEY) Gold award. We are working towards platinum this has a focus supporting well being. During our Healthy Early Years journey we have introduced lots of initiatives including weekly experiences cooking with the children, workshops for cooking on a budget with parents, alongside promoting good oral health. We thank Trudy and Rita for their cooking expertise and May for being our Oral Health Expert, May is part of a group working in collaboration with the other setting and professionals in the promotion of good oral health for our families. This year we have also introduced toothbrushing in the setting which has been received very positively with children brushing their teeth after lunch.

We would like to express a special thank you Making a difference locally (MADL). Stephen Pocknall has nominated us for several grants which we are really grateful to him. We have been able to buy new sports equipment, and visual timetables to support our SEN and EAL children as well as replace old and tired equipment

The children's Christmas and Easter celebrations at Kiddiwinks were recorded on the tapestry app so all parents to be part of this and sports day was organized at our local park which was enjoyed by all. In July we were able to say goodbye to our school leavers and their families by arranging a garden party on the big grass. This was a teddy bears picnic. It was lovely to be able to do this and wish them well as they move onto Year R.

As we opened in September to new families we were pleased to be able to invite them into the setting to complete settling in forms and to settle children,

We continue to organise welcome and home times each day during a 15 minute period. To ease transition times and give time to for daily feedback and incidental exchanges of information. It goes without saying that the safety of children and our staff are our top priority and we continue to monitor, evaluate and adapt our health and safety practice as necessary. I would like to take this opportunity to thank you as parents, the Committee and staff team for your understanding and

cooperation. Also I would like to acknowledge and say thankyou to Hazel, Maggie and Rita who are our valued volunteers supporting the staff team in our everyday practice

Finally, 'Thank You' to all Committee Members and Friends of Kiddiwinks who so willing give their spare time to Kiddiwinks, their commitment is very much appreciated. A special thank you also to Roy our Chair, Maria who was Treasurer and Carly our Secretary. Roy, Maria and Carly willingly give much time (which is voluntary to Kiddiwinks) Maria keeps a check on the fundraising account and Carly records minutes of meetings. Maria will be resigning today and therefore we need to nominate a new Secretary to fill this role.

A special thank you to Roy for his continued support to Kiddiwinks.

We are very pleased that Roy and Carly have expressed a desire to continue in their role. If you would like to be nominated for any of these roles please come forward. We would like to extend to them and all our parents our special thanks for their commitment to the setting, help and support.

Thank you for taking the time to attend this meeting and we look forward to working in partnership with you throughout this year to provide the best possible experiences for your child and you whilst at the setting

## **Chairperson's Report – Roy Adams**

Thank you for your support this morning attending our AGM.

Officers of the Committee for 2023/2024

Chair	Roy Adams
Treasurer	Maria Pieri
Secretary	Carly Servante

Myself and Carly have expressed an interest to be re-elected for our current positions on the Committee.

Are there any other nominees for the posts highlighted above?

We now need to nominate and vote Officers of the Committee for the year 2024/25

A big thank you to all families who generously donated equipment and money to the pre-school through the past year.

A big thank you to Helen and Belinda for all their support and encouragement over the past years, I have enjoyed being involved with Kiddiwinks over the years and look forward to another exciting year supporting our Pre-school

## **TREASURERS REPORT 2024**

### **BELINDA / MARIA**

The role of the appointed treasurer is to oversee the fundraising account. Belinda and Maria are managing the petty cash where there must be two signatures regarding all transactions. At no time will the petty cash be allowed to be the responsibility of one person.

Money paid into the fundraising account includes sponsored events and donations. These additional funds help towards the purchase of food for snack times, equipment and other important resources needed for the Pre-school.

We were overwhelmed with money raised from our Christmas and Easter events where in total we raised £703.43. After expenses we use this money for resources ie paper, paint

The fundraising account and petty cash tin opened at the beginning of the financial year Sept £1649.20 closing balance £1975.34

## Financial Report 2024

The financial year is from September 2023 to August 2024.

The Business account balance opened with £32422.92 and the closing balance is £34529.03.

This account is utilized for wages, rent, insurance, staff development, funding, Inland Revenue, Sundry expenses and equipment.

The deposit account opened at £32047.53 closed with added interest at £41445.83

We transferred £10,000.00 from the Business account into the deposit account this year.

This account is for emergencies, staff wages if funding problems arise, or low intake of children at any time.

The bank accounts that were in the process of being closed at the last AGM are now closed. The money from these accounts has been transferred into the new accounts.

All bills are paid, and we have received all the autumn funding payments. The accounts are monitored very closely by Helen, Roy the Chairman and myself.

I would like to thank Helen, all the staff, the committee and everyone who has helped over the past year. It is very much appreciated.

Regards Belinda Jee

Finance /Payroll Manager

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**KIDDIWINKS**

**PRE - SCHOOL**

**INCOME & EXPENDITURE ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2024**

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- 3 Income & Expenditure Deposit Account \*\* CLOSED
- 4 Income & Expenditure NEW Current Account
- 5 Income & Expenditure NEW Deposit Account
- 6 Income & Expenditure NEW Fundraising Account
- 7 Income & Expenditure Petty Cash Account



**Atina Accounts**  
Chartered Accountants

Jubilee House, Dunkirk, Faversham, Kent, ME13 9TJ  
Email: [info@atinaaccounts.co.uk](mailto:info@atinaaccounts.co.uk) Tel: 07792 958792

**KIDDIWINKS PRE-SCHOOL**

**REPORT TO THE COMMITTEE**

**FOR THE YEAR ENDED 31 AUGUST 2024**

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**Address:** Gillingham Methodist Church  
100 Third Avenue  
Gillingham  
Kent  
ME7 2LU

In accordance with instructions provided these statements have been prepared, without carrying out an audit, from the accounting records of Kiddiwinks Pre-School from the information and explanations supplied.

The Committee is responsible for the preparation of the statements , it is my responsibility to form an independent opinion from these statements for the period to 31st August 2024.

In my opinion, these statements give a true & fair view of the state of affairs of Kiddiwinks Pre-school as at 31st August 2024.

Signed: Mrs A L Ellis

**Approval**

I approve the statements herein enclosed and confirm that I have made available all relevant books, records and information required for the completion.

Signed: Mr Roy Adams

Date: 25th November 2024

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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**Current Account (00091162 Lloyds TSB)**

<u>Income</u>	£	<u>Expenditure</u>	£
<b>Opening balance 1st Sept 2023</b>	<b>19,257.63</b>		
<u>Income in year</u>		<u>Expenditure in year</u>	
Fees (incl. B club)	532.50	Wages	-
Medway Council	-	Rent	-
SEN / High Needs	-	Bank Charges	7.63
Other	-	Snack Bar	38.99
Donations	-	*Transfer to New Deposit account	10,000.00
		**Transfer to New Current account	9,743.51
	<hr/>		<hr/>
	532.50		19,790.13
		<b>Closing balance 15th November 2023</b>	-
	<hr/>		<hr/>
	19,790.13		19,790.13
	<hr/>		<hr/>

**Current Account Bank Reconciliation:**

<b>Closing balance 15th November 2023</b>	<hr/>
	-
	<hr/>
<b>Balance per Bank Statement as at 15th November 2023</b>	<hr/>
	-
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KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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**Deposit Account (06116817 Lloyds TSB)**

\*\* Incl Fundraising

<u>Income</u>	£	<u>Expenditure</u>	£
Opening balance 1st Sept 2023	32,047.53		
<u>Income in year</u>		<u>Expenditure in year</u>	
Bank Interest	99.71	*Transfer to New Deposit account	30,844.94
		**Transfer to New Fundraising account	1,302.30
		Closing balance 15th November 2023	-
	<u>32,147.24</u>		<u>32,147.24</u>

**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 15th November 2023	-
	<u>-</u>
	<u>-</u>

**KIDDIWINKS PRE-SCHOOL**

**INCOME & EXPENDITURE ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2024**

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**NEW Account (41111160 Lloyds TSB)**

<b><u>Income</u></b>	<b>£</b>	<b><u>Expenditure</u></b>	<b>£</b>
<b>Opening balance 1st Sept 2023</b>	<b>13,165.29</b>		
<b><u>Income in year</u></b>		<b><u>Expenditure in year</u></b>	
Fees	22,654.47	Wages	131,336.92
Medway Council	157,720.20	Rent	23,321.10
SEN / High Needs	4,396.66	Fund raising	433.62
Other	1,026.29	Pension	11,484.68
Donations	3,216.00	Insurance	1,199.71
Fundraising	313.18	Phone / Internet	424.07
Refund from closed A/c	145.00	Stationery / Training	380.50
**Transfer from Current A/c	9,743.51	Toys/Equipment	4,031.26
		Snack Bar	984.50
		Professional Fees	806.40
		Registration	2,992.81
		Cleaning	166.28
		Other	289.72
	<u>199,215.31</u>		<u>177,851.57</u>
		<b>Closing balance 31st August 2024</b>	<b>34,529.03</b>
	<u>212,380.60</u>		<u>212,380.60</u>

**Current Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2024	34,529.03
	<u><b>34,529.03</b></u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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**Deposit Account (KDDWNKSP00 Lloyds TSB)**

<b><u>Income</u></b>	£	<b><u>Expenditure</u></b>	£
<b>Opening balance 15th Nov 2023</b>	-		
<u>Income in year</u>		<u>Expenditure in year</u>	
*Transfer from Old Deposit account	30,844.94		
*Transfer to New Deposit account	10,000.00		
Bank Interest	600.89		
		<b>Closing balance 31st August 2024</b>	<b>41,445.83</b>
	<u>41,445.83</u>		<u>41,445.83</u>

**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2024	41,445.83
	<u>41,445.83</u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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**Deposit Fundraising Account (15436763 Lloyds TSB)**

<u>Income</u>	£	<u>Expenditure</u>	£
Opening @ 15th November 2023	-		
<u>Income in year</u>		<u>Expenditure in year</u>	-
**Transfer from Old Fundraising account	1,302.30		
Bank Interest	13.22		
		<b>Closing balance 31st August 2024</b>	<b>1,315.52</b>
	<u>1,302.30</u>		<u>1,315.52</u>

**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2024	1,315.52
	<u><b>1,315.52</b></u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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**Petty Cash Account**

<b><u>Income</u></b>	<b>£</b>	<b><u>Expenditure</u></b>	<b>£</b>
<b>Opening balance 1st Sept 2023</b>			
Petty Cash	<b>346.90</b>		
<b><u>Income in year</u></b>		<b><u>Expenditure in year</u></b>	
Fundraising	703.43	Office inc Postage	78.76
Snack Bar	-	Snack Bar	52.38
Photo Commission	43.50	Resources / Equipment	659.14
Donations	432.00	Fundraising	199.25
Bank Interest	-	Trip to Farm	103.00
Other	-	Other	80.59
Sponsor Money	480.01	Cooking	172.90
	<hr/>		<hr/>
	1,658.94		1,346.02
		<b>Closing balance 31st August 2024</b>	<b>659.82</b>
	<hr/>		<hr/>
	2,005.84		2,005.84
	<hr/>		<hr/>

**Petty Cash Account Bank Reconciliation:**

Balance per Petty Cash tin as at 31st August 2024		
Petty Cash		659.82
		<hr/>
		<b>659.82</b>
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**KIDDIWINKS**  
**PRE - SCHOOL**  
**INCOME & EXPENDITURE ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

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INCOME & EXPENDITURE ACCOUNTS

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		<b>Closing balance 15th November 2023</b>	-
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	<u>19,790.13</u>		<u>19,790.13</u>
			-

**Current Account Bank Reconciliation:**

<b>Closing balance 15th November 2023</b>	<hr/>
	-
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<b>Balance per Bank Statement as at 15th November 2023</b>	<hr/>
	-
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KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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		Closing balance 15th November 2023	-
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**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 15th November 2023	-
	<u>-</u>
	<u>-</u>

**KIDDIWINKS PRE-SCHOOL**

**INCOME & EXPENDITURE ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2024**

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Refund from closed A/c	145.00	Stationery / Training	380.50
**Transfer from Current A/c	9,743.51	Toys/Equipment	4,031.26
		Snack Bar	984.50
		Professional Fees	806.40
		Registration	2,992.81
		Cleaning	166.28
		Other	289.72
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	<u><b>34,529.03</b></u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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**Deposit Account (KDDWNKSP00 Lloyds TSB)**

<b><u>Income</u></b>	£	<b><u>Expenditure</u></b>	£
<b>Opening balance 15th Nov 2023</b>	-		
<u>Income in year</u>		<u>Expenditure in year</u>	
*Transfer from Old Deposit account	30,844.94		
*Transfer to New Deposit account	10,000.00		
Bank Interest	600.89		
		<b>Closing balance 31st August 2024</b>	<b>41,445.83</b>
	<hr/> <b>41,445.83</b> <hr/>		<hr/> <b>41,445.83</b> <hr/>

**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2024	41,445.83
	<hr/> <b>41,445.83</b> <hr/>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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**Deposit Fundraising Account (15436763 Lloyds TSB)**

<u>Income</u>	£	<u>Expenditure</u>	£
Opening @ 15th November 2023	-		
<u>Income in year</u>		<u>Expenditure in year</u>	-
**Transfer from Old Fundraising account	1,302.30		
Bank Interest	13.22		
		<b>Closing balance 31st August 2024</b>	<b>1,315.52</b>
	<u>1,302.30</u>		<u>1,315.52</u>

**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2024	1,315.52
	<u><b>1,315.52</b></u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

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**Petty Cash Account**

<b><u>Income</u></b>	<b>£</b>	<b><u>Expenditure</u></b>	<b>£</b>
<b>Opening balance 1st Sept 2023</b>			
<b>Petty Cash</b>	<b>346.90</b>		
<b><u>Income in year</u></b>		<b><u>Expenditure in year</u></b>	
Fundraising	703.43	Office inc Postage	78.76
Snack Bar	-	Snack Bar	52.38
Photo Commission	43.50	Resources / Equipment	659.14
Donations	432.00	Fundraising	199.25
Bank Interest	-	Trip to Farm	103.00
Other	-	Other	80.59
Sponsor Money	480.01	Cooking	172.90
	<hr/>		<hr/>
	1,658.94		1,346.02
		<b>Closing balance 31st August 2024</b>	<b>659.82</b>
	<hr/>		<hr/>
	2,005.84		2,005.84
	<hr/>		<hr/>

**Petty Cash Account Bank Reconciliation:**

Balance per Petty Cash tin as at 31st August 2024	
Petty Cash	659.82
	<hr/>
	<b>659.82</b>
	<hr/>

**KIDDIWINKS PRE-SCHOOL**

England & Wales - Charity number 1023536

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# Accounts

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## Kiddiwinks Pre-school

Kiddiwinks Pre-school is a Registered Charity number 1023536

The Annual Report covers the financial year to 31st August 2023

The Pre-school rents the premises and operates from Gillingham Methodist Church

## Object of the Charity

The object of the Pre-school is to advance education of young children between the age of two and compulsory school age, by providing stimulating and creative play by qualified friendly staff in a fun safe and stimulating environment

## Mission Statement

Working together to provide quality care and a foundation for lifelong learning

Kiddiwinks pre-school  
Annual General Meeting Report  
20th November 2023

## Meeting Agenda

AGM 20th November 2023

1. Minutes of last meeting- vote are correct and true
2. Reports read (Chair, Supervisor, Treasurer, and Finance)
3. Nomination of Officers of the Committee
4. Updated policies to be voted in
5. Other business
6. Meeting close

## Minutes - Kiddiwinks Annual General Meeting Report 25th November 2022

In attendance Roy Adams, Eleanna Kaogirou, Belinda Jee, Helen Ellis-Adams, Maria Pieri, Carly Servante, Helen Burford, Bianca Powell, Ingrida Petrosiene, Maggie Servante And Emma Kemp

Helen opened the meeting introducing herself and the other committee members

Last years meeting voted in as true as per minutes

Meeting stopped 9.08am for other children to be let in.

Meeting adjourned where left off with Helen going through her report.

Helens Report: Letting everyone (staff, parents and volunteers) know how grateful Kiddiwinks are for their support 2021/22 and that it has been another year operating safely with COVID 19. Apprentices done well. Hannah qualified in October 2021 and left October 2022, Fifi is still completing her apprenticeship and we have now welcomed May to the team as a new apprentice April 2022.

Charlotte and Carrie are completing online courses for neuro science and mental health. Carrie will soon begin Level 3 SENCO qualification. We have now joined Kent and Medway Healthy Workplace Wellbeing Program.

We are also continuing with Healthy Early Year (HEY) Gold Award. Health and safety procedures are still in place. Staff, parents and families are informed via email, tapestry app and telephone conversations. Events for Christmas and Easter was recorded on tapestry app.

Sports day was held at the local park. We celebrated The Queens Platinum Jubilee with a tea party. July we said our goodbyes to the school leavers and parents who were going into Year R.

September we opened our doors to new families. Still using the 15 minute time period to help with the congestion of children in the morning and at the end of the day.

Lastly she would like to thank the committee and friends for sparing their time. Especially Roy the Chair, El the Treasurer and Emma the Secretary who volunteered their time to help. We are sadly saying goodbye to Emma.

9.15am Roy then read out his Chair persons report

He thanks everyone who attended the AGM this morning. He thanks all families who donated money for equipment through the last year. He states he would love to continue his role as Chair of the committee. El is unfortunately unable to continue her role as treasure and Emma leaving means the Secretary role is available as well. Vote will be held at the end of meeting. Belinda read out the Treasury Report for 2022 Belinda and El are in-charge of petty cash. The closing balance on 31st August 2022 was £527.93.

## Supervisor's Report

First of all a big thank you to all Staff, Parents and Committee for their support this year, 2022/23 has been another fantastic year at Kiddiwinks, we are a great team

The academic year started well in September 2022, Fifi returned from maternity leave in November 2022 and is on track to complete her apprenticeship at the end of this year. May has also been working towards her level 3 qualification and hopes to complete her apprenticeship early December. Carrie has recently completed a Cache level 3 Special Educational Needs Coordinator qualification in Early Years Settings. We are very proud of them all and appreciate their commitment to both the training programmes and to Kiddiwinks pre-school.

As a team we all continue our ongoing commitment for professional development and safeguarding has been a huge focus alongside promoting good mental health. Carrie and Belinda are our well being ambassadors, providing help and advice to the staff team and parents. Promoting and support the well being of all our staff and that of the children is a continuing priority for Kiddiwinks.

Other training we have attended includes promotion of positive behaviour, renewal of first aid qualifications, continuous provision, oral health and various other mini training programmes.

We have also been engaged with Government initiatives to support settings in Covid recovery we have been apart of an Expert and Mentors programme and I have also been engaged in a Department of Education Early Years Professional Development Programme (EYPDP). The objective of the EYPDP is to help support the children in our setting who have been most affected by COVID-19, by developing knowledge and skills in the key areas of communication and language, early mathematics and personal, social and emotional development.

This year will be continuing to support children and families to stay healthy, and we are proud to say that we have now achieved the Healthy Early Year (HEY) God award. In fact we are attending an award event tomorrow evening where we are all looking forward to celebrating our achievements. During our Healthy Early Years journey we have introduced lots of initiatives including weekly experiences cooking with the children, workshops for cooking on a budget with parents, alongside promoting good oral health. We thank Trudy for her cooking expertise and May for being our Oral Health Expert, May is part of a group working in collaboration with the other setting and professionals in the promotion of good oral health for our families. Trudy attends many training initiatives that support promoting healthy early years.

The children's Christmas and Easter celebrations at Kiddiwinks were recorded on the tapestry app so all parents to be part of this and sports day was organized at our local park which was enjoyed by all. We were also thrilled to celebrate the Kings coronation inviting along with parents to an afternoon tea party.

In July we were able to say goodbye to our school leavers and their families by arranging a garden party on the big grass. This was a teddy bears picnic. It was lovely to be able to do this and wish them well as they move onto Year R.

As we opened in September to new families we were pleased to be able to invite them into the setting to complete settling in forms and to settle children,

We continue to organise welcome and home times each day during a 15 minute period. To ease transition times and give time to for daily feedback and incidental exchanges of information

It goes without saying that the safety of children and our staff are our top priority and we continue to monitor, evaluate and adapt our health and safety practice as necessary. I would like to take this opportunity to thank you as parents, the Committee and staff team for your understanding and cooperation. Also I would like to acknowledge and say thankyou to Hazel and Maggie who are our valued volunteers supporting the staff team in our everyday practice

Finally, 'Thank You' to all Committee Members and Friends of Kiddiwinks who so willing give their spare time to Kiddiwinks, their commitment is very much appreciated. A special thank you also to Roy our Chair, Maria who is Treasurer and Carly our Secretary. Roy, Maria and Carly willingly give much time (which is voluntary to Kiddiwinks) Maria keeps a check on the fundraising account and Carly records minutes of meetings.

A special thank you to Roy for his continued support to Kiddiwinks, he has unfortunately been very poorly this year but we wish him a full and speedy recovery.

We are very pleased that Roy, Maria and Carly have expressed a desire to continue in their role. If you would like to be nominated for any of these roles please come forward. We would like to extend to them and all our parents our special thanks for their commitment to the setting, help and support.

Thank you for taking the time to attend this meeting and we look forward to working in partnership with you throughout this year to provide the best possible experiences for your child and you whilst at the setting

### **Chairperson's Report – Roy Adams**

Thank you for your support this morning attending our AGM.

Officers of the Committee for 2022/2023

Chair	Roy Adams
Treasurer	Maria Pieri
Secretary	Carly Servante

We have all expressed an interest to be re-elected for our current positions on the Committee.

Are there any other nominees for the posts highlighted above?

We now need to nominate and vote Officers of the Committee for the year 2023/24

A big thank you to all families who generously donated equipment and money to the pre-school through the past year.

A big thank you to Helen and Belinda for all their support and encouragement over the past years, I have enjoyed being involved with Kiddiwinks over the years and look forward to another exciting year supporting our Pre-school

## **TREASURERS REPORT 2023**

### **BELINDA / MARIA**

The role of the appointed treasurer is to oversee the fundraising account. Belinda and Maria are managing the petty cash where there must be two signatures regarding all transactions. At no time will the petty cash be allowed to be the responsibility of one person.

Money paid into the fundraising account includes sponsored events and donations. These additional funds help towards the purchase of food for snack times, equipment and other important resources needed for the Pre-school.

We were overwhelmed with money raised from our Christmas and Easter events where in total we raised £625.00. With these funds we were able to renovate the outside area and introduce cooking experiences for the children and their families.

Held on Monday 20<sup>th</sup> November 2023  
Financial Report 2023

The financial year is from September 2022 to August 2023.

The Business account balance opened with £36,553.88 and the closing balance is £32,422.92.

This account is utilized for wages, rent, insurance, staff development, funding, Inland Revenue, Sundry expenses and equipment. We opened a new Current account during the year, as advised to do so by Lloyds bank. This is now open and the old account has been closed.

The deposit account opened at £31884.99 closed with added interest at £32047.53.

We did not use the deposit account this year. This account includes the fundraising money from the old closed nationwide account.

This account is for emergencies, staff wages if funding problems arise, or low intake of children at any time.

All bills are paid and we have received all the autumn funding payments. The accounts are monitored very closely by Helen, Roy the Chairman and myself.

I would like to thank Helen, all the staff, the committee and everyone who has helped over the past year. It is very much appreciated.

Regards Belinda Jee  
Finance /Payroll Manage

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**KIDDIWINKS**

**PRE - SCHOOL**

**INCOME & EXPENDITURE ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2023**

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- 1 Report to the Committee
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- 3 Income & Expenditure Deposit Account
- 4 Income & Expenditure NEW Current Account
- 5 Income & Expenditure Petty Cash Account



**Atina Accounts**  
Chartered Accountants

Jubilee House, Dunkirk, Faversham, Kent, ME13 9TJ  
Email: [info@atinaaccounts.co.uk](mailto:info@atinaaccounts.co.uk) Tel: 07792 958792

**KIDDIWINKS PRE-SCHOOL**

**REPORT TO THE COMMITTEE**

**FOR THE YEAR ENDED 31 AUGUST 2023**

---

**Address:** Gillingham Methodist Church  
100 Third Avenue  
Gillingham  
Kent  
ME7 2LU

In accordance with instructions provided these statements have been prepared, without carrying out an audit, from the accounting records of Kiddiwinks Pre-School from the information and explanations supplied.

The Committee is responsible for the preparation of the statements , it is my responsibility to form an independent opinion from these statements for the period to 31st August 2023.

In my opinion, these statements give a true & fair view of the state of affairs of Kiddiwinks Pre-school as at 31st August 2023.

Signed: Mrs A L Ellis

**Approval**

I approve the statements herein enclosed and confirm that I have made available all relevant books, records and information required for the completion.

Signed: Mr Roy Adams

Date: 31st October 2023

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

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Current Account (00091162 Lloyds TSB)

<u>Income</u>	£	<u>Expenditure</u>	£
<b>Opening balance 1st Sept 2022</b>	<b>36,553.88</b>		
<u>Income in year</u>		<u>Expenditure in year</u>	
Fees (incl. B club)	28,184.37	Wages	95,622.54
Medway Council	93,225.72	Rent	15,274.71
SEN / High Needs	3,944.60	Bank Charges	103.87
Other	135.19	Pension	6,127.29
Donations	200.00	Insurance	1,144.39
		Phone / Internet	380.68
		Stationery / Training	607.03
		Toys/Equipment	2,425.92
		Registrations	2,212.23
		Professional Fees	499.20
		Snack Bar	1,013.85
		Cleaning	283.66
		Other	2,290.76
		**Transfer to New account	15,000.00
	<hr/>		<hr/>
	125,689.88		142,986.13
		<b>Closing balance 31st August 2023</b>	<b>19,257.63</b>
	<hr/>		<hr/>
	162,243.76		162,243.76
	<hr/>		<hr/>

Current Account Bank Reconciliation:

Closing balance 31st August 2023 19,257.63

Balance per Bank Statement as at 31st August 2023 19,257.63

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

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**Deposit Account (06116817 Lloyds TSB)**

\*\* Incl Fundraising

<u>Income</u>	£	<u>Expenditure</u>	£
Opening balance 1st Sept 2022	31,884.99		
<u>Income in year</u>		<u>Expenditure in year</u>	
Bank Interest	162.54		
		Closing balance 31st August 2023	32,047.53
	<u>32,047.53</u>		<u>32,047.53</u>

**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2023	32,047.53
	<u>32,047.53</u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

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**NEW Account (41111160 Lloyds TSB)**

<b><u>Income</u></b>	<b>£</b>	<b><u>Expenditure</u></b>	<b>£</b>
<b>Opening balance 21st April 2023</b>	-		
<b><u>Income in year</u></b>		<b><u>Expenditure in year</u></b>	
Fees	4.50	Wages	24,102.17
Medway Council	33,543.64	Rent	7,570.20
SEN / High Needs	2,988.06	Bank Charges	
Other	157.00	Pension	4,581.70
Bank Interest	-	Insurance	-
**Transfer from Current A/c	15,000.00	Phone / Internet	188.02
		Stationery / Training	122.91
		Toys/Equipment	55.97
		Registrations	648.00
		Professional Fees	264.00
		Garden	994.94
		Cleaning	-
		Other	-
	<u>51,693.20</u>		<u>38,527.91</u>
		<b>Closing balance 31st August 2023</b>	<b>13,165.29</b>
	<u>51,693.20</u>		<u>51,693.20</u>
			-

**NEW Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2023	13,165.29
	<u>13,165.29</u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

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**Petty Cash Account**

<b><u>Income</u></b>	<b>£</b>	<b><u>Expenditure</u></b>	<b>£</b>
<b>Opening balance 1st Sept 2022</b>			
Petty Cash	<b>527.93</b>		
<b><u>Income in year</u></b>		<b><u>Expenditure in year</u></b>	
Fundraising	625.00	Office inc Postage	41.48
Snack Bar	-	Snack Bar	186.27
Photo Commission	-	Resources / Equipment	241.08
Donations	-	Fundraising	
Bank Interest	-	Garden	281.00
Other	37.00	Other	2.60
Sponsor Money	-	Cooking	90.60
	<hr/>		<hr/>
	662.00		843.03
		<b>Closing balance 31st August 2023</b>	<b>346.90</b>
	<hr/>		<hr/>
	1,189.93		1,189.93
	<hr/>		<hr/>

**Petty Cash Account Bank Reconciliation:**

Balance per Petty Cash tin as at 31st August 2023		
Petty Cash		346.90
		<hr/>
		<b>346.90</b>
		<hr/>

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**KIDDIWINKS**  
**PRE - SCHOOL**  
**INCOME & EXPENDITURE ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

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Email: [info@atinaaccounts.co.uk](mailto:info@atinaaccounts.co.uk) Tel: 07792 958792

**KIDDIWINKS PRE-SCHOOL**

**REPORT TO THE COMMITTEE**

**FOR THE YEAR ENDED 31 AUGUST 2023**

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**Address:** Gillingham Methodist Church  
100 Third Avenue  
Gillingham  
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In accordance with instructions provided these statements have been prepared, without carrying out an audit, from the accounting records of Kiddiwinks Pre-School from the information and explanations supplied.

The Committee is responsible for the preparation of the statements , it is my responsibility to form an independent opinion from these statements for the period to 31st August 2023.

In my opinion, these statements give a true & fair view of the state of affairs of Kiddiwinks Pre-school as at 31st August 2023.

Signed: Mrs A L Ellis

**Approval**

I approve the statements herein enclosed and confirm that I have made available all relevant books, records and information required for the completion.

Signed: Mr Roy Adams

Date: 31st October 2023

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

---

---

Current Account (00091162 Lloyds TSB)

<u>Income</u>	£	<u>Expenditure</u>	£
<b>Opening balance 1st Sept 2022</b>	<b>36,553.88</b>		
<u>Income in year</u>		<u>Expenditure in year</u>	
Fees (incl. B club)	28,184.37	Wages	95,622.54
Medway Council	93,225.72	Rent	15,274.71
SEN / High Needs	3,944.60	Bank Charges	103.87
Other	135.19	Pension	6,127.29
Donations	200.00	Insurance	1,144.39
		Phone / Internet	380.68
		Stationery / Training	607.03
		Toys/Equipment	2,425.92
		Registrations	2,212.23
		Professional Fees	499.20
		Snack Bar	1,013.85
		Cleaning	283.66
		Other	2,290.76
		**Transfer to New account	15,000.00
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	<hr/>		<hr/>
	162,243.76		162,243.76
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Current Account Bank Reconciliation:

Closing balance 31st August 2023 19,257.63

Balance per Bank Statement as at 31st August 2023 19,257.63

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

---

---

**Deposit Account (06116817 Lloyds TSB)**

\*\* Incl Fundraising

<u>Income</u>	£	<u>Expenditure</u>	£
Opening balance 1st Sept 2022	31,884.99		
<u>Income in year</u>		<u>Expenditure in year</u>	
Bank Interest	162.54		
		<b>Closing balance 31st August 2023</b>	<b>32,047.53</b>
	<u>32,047.53</u>		<u>32,047.53</u>

**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2023	32,047.53
	<u><b>32,047.53</b></u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

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**NEW Account (41111160 Lloyds TSB)**

<b><u>Income</u></b>	<b>£</b>	<b><u>Expenditure</u></b>	<b>£</b>
<b>Opening balance 21st April 2023</b>	-		
<b><u>Income in year</u></b>		<b><u>Expenditure in year</u></b>	
Fees	4.50	Wages	24,102.17
Medway Council	33,543.64	Rent	7,570.20
SEN / High Needs	2,988.06	Bank Charges	
Other	157.00	Pension	4,581.70
Bank Interest	-	Insurance	-
**Transfer from Current A/c	15,000.00	Phone / Internet	188.02
		Stationery / Training	122.91
		Toys/Equipment	55.97
		Registrations	648.00
		Professional Fees	264.00
		Garden	994.94
		Cleaning	-
		Other	-
	<u>51,693.20</u>		<u>38,527.91</u>
		<b>Closing balance 31st August 2023</b>	<b>13,165.29</b>
	<u>51,693.20</u>		<u>51,693.20</u>
			-

**NEW Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2023	13,165.29
	<u>13,165.29</u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

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**Petty Cash Account**

<b><u>Income</u></b>	<b>£</b>	<b><u>Expenditure</u></b>	<b>£</b>
<b>Opening balance 1st Sept 2022</b>			
Petty Cash	<b>527.93</b>		
<b><u>Income in year</u></b>		<b><u>Expenditure in year</u></b>	
Fundraising	625.00	Office inc Postage	41.48
Snack Bar	-	Snack Bar	186.27
Photo Commission	-	Resources / Equipment	241.08
Donations	-	Fundraising	
Bank Interest	-	Garden	281.00
Other	37.00	Other	2.60
Sponsor Money	-	Cooking	90.60
	<hr/>		<hr/>
	662.00		843.03
		<b>Closing balance 31st August 2023</b>	<b>346.90</b>
	<hr/>		<hr/>
	1,189.93		1,189.93
	<hr/>		<hr/>

**Petty Cash Account Bank Reconciliation:**

Balance per Petty Cash tin as at 31st August 2023		
Petty Cash		346.90
		<hr/>
		<b>346.90</b>
		<hr/>

**KIDDIWINKS PRE-SCHOOL**

England & Wales - Charity number 1023536

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# Accounts

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## Kiddiwinks Pre-school

Kiddiwinks Pre-school is a Registered Charity number 1023536

The Annual Report covers the financial year to 31st August 2022

The Pre-school rents the premises and operates from Gillingham Methodist Church

## Object of the Charity

The object of the Pre-school is to advance education of young children between the age of two and compulsory school age, by providing stimulating and creative play by qualified friendly staff in a fun safe and stimulating environment

## Mission Statement

Working together to provide quality care and a foundation for lifelong learning

Kiddiwinks pre-school  
Annual General Meeting Report  
25th November 2022

## Meeting Agenda

AGM 25th November 2022

1. Minutes of last meeting- vote are correct and true
2. Reports read (Chair, Supervisor, Treasurer, and Finance)
3. Nomination of Officers of the Committee
4. Updated policies to be voted in
5. Other business
6. Meeting close

Minutes -Kiddiwinks annual general meeting 8th November 2021

In attendance Roy, Belinda, Emma, El, Helen,Lauren Grice, Carly, Sadiq, Huma,

Minutes of meeting 8th November 9.15am 2021

Helen opened meeting

Last years meeting voted in as true as per minutes

Helen read through her report. Apprentices are doing well. Tapestry is working effectively,  
Training update

Roy read chairs report, gave thanks for her time as chair.

Belinda read treasurers report.

See AGM report for full details..

Vote took place for committee members

Roy voted in as Chair, El voted in as treasurer, Emma voted in as secretary.

Meeting closes at 9.35am

Thanks given to attendees for their ongoing support

## Supervisor's Report

Myself and Debbie would like to record a very sincere Thank You to all Staff, Parents and Committee for their support this year, 2021/22 has been another year operating safely with COVID 19 at Kiddiwinks.

The academic year started well in September 2021, Hannah completed her apprentice in October 2021. Fifi who was midway through her apprenticeship began her maternity leave in October 2021, therefore took a break in learning. Hannah left April 2022, moving on to a position Primary Education. Fifi returned from maternity leave earlier this month and is on track to complete her apprenticeship in the near future. We welcomed May to our team as our new apprentice in April. We are very proud of them all and appreciate their commitment to both the training program and to Kiddiwinks pre-school.

As a team we all continue our ongoing commitment for professional development and safeguarding has been our focus alongside promoting good mental health. We have joined the 'Kent and Medway Healthy Workplace Wellbeing Award Program' and which supports business of all sizes and sectors in addressing their workplace health needs. Other training we have attended includes promoting positive behaviour, infection control, food hygiene, renewal of first aid qualifications, continuous provision, oral health and various other mini training programmes. Charlotte and Carrie are currently completing online courses these are Neuro Science and self regulation and understanding Children and young people's mental health we wish them every success as they work towards these qualifications. Carrie is soon to begin a Level 3 SENCo qualification

This year will be continuing to support children and families to stay healthy, and this year a full steam ahead supporting our families as we work towards achieving the Healthy Early Year (HEY) Gold award. We have introduced lots of initiatives in support of this including weekly cooking with the children, workshops for cooking on a budget with parents

We continue to carefully consider health and safety procedures to minimize the risk infection spreading not only for Covid but also other contagious illness. We are very pleased to be building our parent partnership by inviting them back into the setting along with other professionals and visitors. We continue to build effective communication via email and telephone conversations.

The children's Christmas and Easter celebrations at Kiddiwinks were recorded on the tapestry app so all parents to be part of this and sports day was organized at our local park which was enjoyed by all. We were also thrilled to celebrate the Queen's Platinum Jubilee inviting the 'Queen' along with parents to an afternoon tea party.

In July we were able to say goodbye to our school leavers and their families by arranging a garden party on the big grass. This was a teddy bears picnic It was lovely to be able to do this and wish them well as they move onto Year R.

As we opened in September to new families we were pleased to be able to invite them into the setting to complete settling in forms and to settle children, we also organized an open evening when the pre-school was closed giving new parents and their children opportunity to experience and become familiar with our environment.

We continue to organise welcome and home times each day during a 15 minute time period, to ease transition times and give time to for daily feedback and casual exchanges of information.

It goes without saying that the safety of children and our staff are our top priority and we continue to monitor, evaluate and adapt our health and safety practice as necessary.

We would like to take this opportunity to thank you as parents, the Committee and staff team for your understanding and cooperation.

Finally, 'Thank You' to all Committee Members and Friends of Kiddiwinks who so willing give their spare time to Kiddiwinks, their commitment is very much appreciated. A special thank you also to Roy our Chair, El who is Treasurer and Emma our Secretary. Roy, Emma and El willingly give much time (which is voluntary to Kiddiwinks) El keeps a check on the fundraising account and Emma records minutes of meetings. A special thank you to Roy also who fixes and mends. We would like to extend to them and all our parents our special thanks for their commitment to the setting, help and support. Sadly we say goodbye to Emma, if you would like to be nominated for this role or as Chair or Treasurer or secretary please let us know or in you would like information about these roles. Thank you for taking the time to attend this meeting and we look forward to working with you throughout this year

## Chairperson's Report – Roy Adams

Thank you for your support this morning attending our AGM.

Officers of the Committee for 2021/2022

Chair	Roy Adams
Treasurer	Eleanna Kalogirou
Secretary	Emma Darvill

Myself and El have expressed an interest to be re-elected for our current positions on the Committee. We thank Emma for her support and now need to nominate members for the Officers of the Committee

A big thank you to all families who generously donated money for equipment to the pre-school through the past year.

A big thank you to Helen and Belinda for all their support and encouragement over the past years, I have enjoyed being involved with Kiddiwinks over the years and look forward to another exciting year supporting our Pre-school

Are there any other nominees for the posts highlighted above?

We now need to nominate and vote Officers of the Committee for the year 2022/23

## **TREASURERS REPORT 2022**

**BELINDA / EL**

The role of the appointed treasurer is to oversee the fundraising account. Belinda and El are managing the petty cash where there must be two signatures regarding all transactions. At no time will the petty cash be allowed to be the responsibility of one person.

The closing balance on 31<sup>st</sup> August 2021 was £1933.94.

Money paid into this account since this date includes fundraising from our sponsored events and donations. These additional funds help towards the purchase of food for snack times, equipment and other important resources need for the Pre-school.

We were overwhelmed with money raised this year – our Christmas fundraiser including the Christmas Raffle and party tickets raised £478.80. Our Easter raffle raised £150.00

The closing balance on 31<sup>st</sup> August 2022 was £1830.23

The Nationwide Fundraising account was closed in July as this building society ceased offering this account, we are now looking into opening a new fundraising account. The money at the moment is in the deposit account with Lloyd's Bank waiting to be transferred

Kiddiwinks Pre-school AGM  
Held on Friday 25<sup>th</sup> October 2022

Financial Report 2022

The financial year is from September 2021 to August 2022.

The opening balance was £33,637.54 the closing balance is £36,553.88. This account is utilized for wages, rent, insurance, staff development, funding, Inland Revenue, Sundry expenses and equipment.

We did not use the deposit account this year, but we have put the fundraising money from the closed fundraising account into this deposit account.

The deposit account opened at £30,578.83 closed at £31,884.99 this account is for emergencies, staff wages if funding problems arise, or low intake of children at any time.

All bills are paid and we have received all the autumn funding payments. The accounts are monitored very closely by Helen, Roy the Chairman and myself.

I would like to thank Helen, all the staff, the committee, everyone who has helped over the past year. It is very much appreciated.

Regards  
Belinda Jee  
Finance /Payroll Manager

Kiddiwinks Pre-school AGM

Held on Friday 25<sup>th</sup> October 2022

Financial Report 2022

The financial year is from September 2021 to August 2022.

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I would like to thank Helen, all the staff, the committee, everyone who has helped over the past year. It is very much appreciated.

Regards

Belinda Jee

Finance /Payroll Manager

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**KIDDIWINKS**  
**PRE - SCHOOL**  
**INCOME & EXPENDITURE ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2022**

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**Contents**

- 1 Report to the Committee
- 2 Income & Expenditure Current Account
- 3 Income & Expenditure Deposit Account
- 4 Income & Expenditure Fundraising Account



**Atina Accounts**  
Chartered Accountants

Jubilee House, Dunkirk, Faversham, Kent, ME13 9TJ  
Email: [info@atinaaccounts.co.uk](mailto:info@atinaaccounts.co.uk) Tel: 07792 958792

**KIDDIWINKS PRE-SCHOOL**

**REPORT TO THE COMMITTEE**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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**Address:** Gillingham Methodist Church  
100 Third Avenue  
Gillingham  
Kent  
ME7 2LU

In accordance with instructions provided these statements have been prepared, without carrying out an audit, from the accounting records of Kiddiwinks Pre-School from the information and explanations supplied.

The Committee is responsible for the preparation of the statements , it is my responsibility to form an independent opinion from these statements for the period to 31st August 2022.

In my opinion, these statements give a true & fair view of the state of affairs of Kiddiwinks Pre-school as at 31st August 2022.

Signed: Mrs A L Ellis

**Approval**

I approve the statements herein enclosed and confirm that I have made available all relevant books, records and information required for the completion.

Signed: Mr Roy Adams

Date: 25th November 2022

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2022

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Current Account (00091162 Lloyds TSB)

<u>Income</u>	£	<u>Expenditure</u>	£
<b>Opening balance 1st Sept 2021</b>	<b>33,637.54</b>		
<u>Income in year</u>		<u>Expenditure in year</u>	
Fees (incl. B club)	20,038.28	Wages	112,255.98
Medway Council	126,761.39	Rent	19,251.20
SEN / High Needs	5,231.08	Bank Charges	92.87
Other	190.46	Pension	8,582.41
Donations	-	Insurance	1,105.75
		Phone / Internet	514.03
		Stationery / Training	921.52
		Toys/Equipment	753.53
		Registrations	2,777.79
		Professional Fees	707.94
		Snack Bar	688.13
		Cleaning	425.88
		Other	1,227.84
	<hr/>		<hr/>
	152,221.21		149,304.87
		<b>Closing balance 31st August 2021</b>	<b>36,553.88</b>
	<hr/>		<hr/>
	185,858.75		185,858.75
			-

Current Account Bank Reconciliation:

<b>Closing balance 31st August 2022</b>	<b>36,553.88</b>
	<hr/>
<b>Balance per Bank Statement as at 31st August 2022</b>	<b>36,553.88</b>
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KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2022

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**Deposit Account (06116817 Lloyds TSB)**

<u>Income</u>	£	<u>Expenditure</u>	£
Opening balance 1st Sept 2021	30,578.83		
<u>Income in year</u>		<u>Expenditure in year</u>	
Bank Interest	3.86		
Fundraising Account (See Page 3 for breakdown)	1,302.30		
		Closing balance 31st August 2022	31,884.99
	<u>31,884.99</u>		<u>31,884.99</u>

**Deposit Account Bank Reconciliation:**

Balance per Bank Statement as at 31st August 2022	31,884.99
	<u>31,884.99</u>

KIDDIWINKS PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2022

Fundraising Account

<u>Income</u>	£	<u>Expenditure</u>	£
<b>Opening balance 1st Sept 2021</b>			
Building Society	1,300.90		
Petty Cash	633.04		
<u>Income in year</u>		<u>Expenditure in year</u>	
Fundraising	645.80	Office inc Postage	51.32
Snack Bar	-	Snack Bar	110.85
Photo Commission	-	Resources / Equipment	470.98
Donations	-	Fundraising	92.28
Bank Interest	1.40	Photos	-
Other	-	Other	19.99
Sponsor Money	-	Cooking	5.49
	<u>647.20</u>		<u>750.91</u>
		*Transfer to SavingsA/c	1,302.30
		<b>Closing balance 31st August 2022</b>	<b>527.93</b>
	<u>2,581.14</u>		<u>2,581.14</u>

Fundraising Account Bank Reconciliation:

Balance per Bank Statement as at 31st August 2022

Building Society	-
Petty Cash	527.93
	<u>527.93</u>

\*Note: The Nationwide Fundraising account was closed on 18/07/22 by the bank.  
As such the balance was transferred to the Savings Account until a new Account can be set up.

**KIDDIWINKS PRE-SCHOOL**

England & Wales - Charity number 1023536

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# Accounts

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## Kiddiwinks Pre-school

Kiddiwinks Pre-school is a Registered Charity number 1023536

The Annual Report covers the financial year to 31st August 2021

The Pre-school rents the premises and operates from Gillingham Methodist Church

## Object of the Charity

The object of the Pre-school is to advance education of young children between the age of two and compulsory school age, by providing stimulating and creative play by qualified friendly staff in a fun safe and stimulating environment

## Mission Statement

Working together to provide quality care and a foundation for lifelong learning

Kiddiwinks pre-school  
Annual General Meeting Report  
8th November 2021

## Meeting Agenda

AGM 8th November 2021

1. Minutes of last meeting- vote are correct and true
2. Reports read (Chair, Supervisor, Treasurer, and Finance)
3. Nomination of Officers of the Committee
4. Updated policies to be voted in
5. Other business
6. Meeting close

Minutes -Kiddiwinks annual general meeting 26th November 2020 ( this was arranged via zoom due to COVID 19 restrictions

In attendance Emma, Eleanna, Helen, Chloe, Cathy, Belinda, Debbie, Roy.

Minutes of meeting 26<sup>th</sup> November 7pm

Helen opened meeting via zoom

Last years meeting voted in as true as per minutes

Helen read through her report. Apprentices are doing well. Tapestry is working effectively, Training as continued despite the current pandemic/lockdown.

Debbie read chairs report, gave thanks for her time as chair.

Belinda read treasurers report.

See AGM report for full details..

Vote took place for committee members

Roy voted in as Chair, Eleanna voted in as treasurer, Emma voted in as secretary.

Meeting closes at 19:25

Thanks given to attendees for their ongoing support

## Supervisor's Report

Debbie and I would like to record a very sincere Thank You to all Staff, Parents and Committee for their support this year, 2020/21 has been another year operating with COVID 19 at Kiddiwinks.

The academic year started well in September 2020, Hannah and Fifi and Charlotte have been working hard towards completion of their apprenticeship program. We are very pleased to announce that Charlotte is a now fully qualified level 3 staff member, Hannah is on track to complete very soon. Fifi is now on Maternity leave and has suspended her apprenticeship until after the baby is born. We are very proud of them all and appreciate their commitment to both the training program and to Kiddiwinks pre-school. We value them as part of our team.

As a team we all continue our ongoing commitment for professional development and during the pandemic safeguarding has been our focus alongside promoting good mental health. We have recently joined the 'Kent and Medway Healthy Workplace Wellbeing Award Program' and which supports business of all sizes and sectors in addressing their workplace health needs. Other training we have attended includes promoting positive behavior, infection control, Fire safety, sensory processing, continuous provision, monitoring effectively, oral health

This year will be continuing to support children and families to stay healthy, and we hope you found our healthy eating and oral health workshop helpful and informative.

We continue to follow Government Guidance regarding measures to keep us all safe during the pandemic. We continue to carefully consider health and safety procedures to minimize the risk infection spreading. At the moment we are still very cautious of inviting visitors into the setting, but we have found through effective communication via email and telephone conversation that this has not hindered our partnership working with you and other professional

The children's Christmas and Easter celebrations at Kiddiwinks were recorded on the tapestry app so all parents to be part of this and sports day was organized as a week of physical activities which was also shared on Tapestry.

In July we were able to say goodbye to our school leavers and their families by arranging a garden party on the big grass. It was lovely to be able to do this.

As we opened in September to new families we still felt cautious to invite any visitors including parents into the setting, however we did organize an open evening when the pre-school was closed giving new parents and their children opportunity to experience and become familiar with our environment.

We continue to organise welcome and home times each day during a 15 minute period supporting parents to socially distance at transition times. We have also been conscious to keep the routines and the organisation of the day as normal and fluid as possible, as well as children having opportunity to play together, and have fun exploring and learning and this has proved to work well, children appear happy and settled and are making good progress.

It goes without saying that the safety of children and our staff are our top priority and we continue to monitor, evaluate and adapt our health and safety practice as necessary.

We would like to take this opportunity to thank you as parent, the Committee and staff team for your understanding and cooperation. We know that this continues to be a challenging time for us all.

Finally, 'Thank You' to all Committee Members and Friends of Kiddiwinks who so willing give their spare time to Kiddiwinks, their commitment is very much appreciated. A special thank you also to Roy our Chair, El who is Treasurer and Emma our Secretary. Roy, Emma and El willingly give much time (which is voluntary to Kiddiwinks) El keeps a check on the fundraising account and Emma records minutes of meetings. A special thank you to Roy also who fixes and mends. We are very pleased that all Officers of the Committee have expressed a desire to continue in their role. We would like to extend to them and all our parents our special thanks for their commitment to the setting, help and support. Thank you for taking the time to attend this meeting and we look forward to working with you throughout this year

### **Chairperson's Report – Roy Adams**

Thank you for your support this morning attending our AGM.

Officers of the Committee for 2020/2021

Chair	Roy Adams
Treasurer	Eleanna Kalogirou
Secretary	Emma Darvill

We have all expressed an interest to be re-elected for our current positions on the Committee.

Are there any other nominees for the posts highlighted above?

We now need to nominate and vote Officers of the Committee for the year 2021/22

A big thank you to all families who generously donated equipment and money to the pre-school through the past year.

A big thank you to Helen and Belinda for all their support and encouragement over the past years, I have enjoyed being involved with Kiddiwinks over the years and look forward to another exciting year supporting our Pre-school

## **TREASURERS REPORT 2021**

**BELINDA / EI**

The role of the appointed treasurer is to oversee the fundraising account. Belinda and EI are managing the petty cash where there must be two signatures regarding all transactions. At no time will the petty cash be allowed to be the responsibility of one person.

The balance as from 1st September 2021 was £1933.94 (Fundraising account). Money paid into this account since this date includes fundraising from our sponsored events and donations. These additional funds help towards the purchase of food for snack times, equipment and other important resources need for the Pre-school.

We were overwhelmed with money raised from our two sponsored events this year in October half term we raised £792.05 and the Easter fundraising event where we raised £813.00. With these funds we were able to replace our mats used for large physical equipment.

Donations from school leavers families to the setting enabled us to replace pushchairs and purchase new trikes for the children.

Kiddiwinks Pre-school AGM  
Held on Monday 8<sup>th</sup> November 2021

Financial Report 2021

The pre-school's financial year is from September 2020 to August 2021.

The opening balance was £32950.21 the closing balance is £33637.54. This account is utilised for wages, rent, insurance, staff development, funding, Inland Revenue, Sundry expenses and equipment.

Once again we did not use the deposit account this year.

The deposit account opened at £30575.79 closed at £30578.83 this account is for emergencies, staff wages if funding problems arise, or low intake of children at any time.

All bills are paid and we have received all the autumn funding payments. The accounts are monitored very closely by Helen, Roy the Chairman and myself.

I would like to thank Helen, all the staff, the committee, everyone who has helped over the past year. It is very much appreciated.

Regards  
Belinda Jee  
Finance /Payroll Manager