

# Chaddlewood Pre-school Committee

8<sup>th</sup> November 2023

19:30

Zoom/Bungalow

## AGM

### Attendees:

Charlotte Tucker (CT), Glenn Jordan (GJ), Lyn Helliwell (LH), Michelle Hay (MH), Chloe Parsons (CP), Claire Dunstan (CD), Jane Bartlett (JB), Kelly Tomlinson (KT)

#### 1. Welcome

Welcome from MH. Thanked all attendees for joining/attending. Reminder that this AGM covers the period 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023.

#### 2. Agree minutes from last year

Previous minutes read and agreed.

#### 3. Chairpersons' report

During this time we have had a change in committee, February 2022 (Michelle becoming chair and Glynn stepping down to deputy). Thank you Glynn for all your support over the years and continued guidance.. During this period, the preschool and woodies have continued to run smoothly thanks to Jane and the team, regardless of difficult economic situations.

As a committee we have supported events for fundraising including the school Christmas and Summer fairs. We've also attended new parents meeting.

The setting continues to thrive and we look forward to more successes this year.

#### 4. Finance report

Financial report for annual period 1st April 2022 to 31st March 2023

We made a loss of £5,090 in this financial period.

##### **Income - £276,483 - £59,064 more than 2022**

The income from fees paid by parents increased by £28,681 and the early years funding increased by £4,583

Woodies income as also increased by £21,936 due to sessions being full. There is a waiting list for most sessions.

##### **Expenditure - £ 282,393 - £59,539 increase on the previous year.**

An increase in wages and HMRC payments - £46,128 – due to wage rise ( there was a 9.5% rise in the National Minimum wage) and an extra staffing due to a rise in number of children attending Pre-school and Woodies.

The premises expenditure rose due to the interior of the hut being decorated, of which we received a grant for £2,000 from local councillors to help towards the costs.

## **5. Managers' report**

This year we have settled back into the usual pre-covid routines and are continuing to provide the best incomes for children and their families after such an uncertain time. We have re-introduced face-to-face meetings with parents if they require them after their summative assessment termly and alternatively, we will call parents to ensure that they have no concerns with their child's learning and development.

We have updated the process we use for two-year-old checks in conjunction with health professionals to coincide with their health check. This coincides with more information from the parent, a meeting and opportunities to contribute to this document. We continue to evaluate parents' views and change practice to match with their need.

We continue to use the guidance of peninsula Dental in the organisation of our toothbrushing. We have had a great response for our families and we have seen a fantastic amount of progress from our children in their ability to brush their own teeth and their knowledge about why it is so important.

We have a large group of children in both the hut and bungalow which will lead us in good stead for September 2023 intake. (63 families).

We continue to offer nativity performance for the hut children and their families and a fantastic Christmas party attended by Father Christmas himself. Our Sports day was unfortunately cancelled for parents due to bad weather but the children were able to compete against each other in session with a mini sports day where all children obtained medals. The children who left us put on a great show for their families at their presentation performance. For the 2nd year we have held our yearly end of term 'trip' at Stoggy Park. This has been a fantastic opportunity for parents and children to get together after such a long time of not socialising.

We managed to secure some funding to paint the inside of both buildings during the summer holiday. The buildings were very much in need of a spruce after this hadn't been done for a few years. We also secured some training and resources on loose parts play from learning through landscapes. We continue to raise funds through the Christmas fayre held at the school 'Chadfest' in the summer and by raffles each term.

I continue to complete child protection and welfare reviews yearly as there are no longer visits from PCC.

I would also like to take the opportunity to thank Lyn and the rest of the team in supporting me and providing fantastic learning opportunities for the children.

## **6. Woodies Out of School Club report**

At the end of this period Kelly stepped up to Deputy manager (Woodies) due to Tracey leaving in March 2023, Kelly now handles additional other duties including managing parents bookings etc.

Woodies continues to be very very busy and running at capacity with a waiting list. Children are safe and happy and staff are happy. Kelly feels like everything is going well.

## **7. Nominations of Committee Meetings**

All existing committee members stood down. Re-elected members:

- CD, MH, CT, CP

Proposed by LH, seconded by JB. Voted unanimously.

Glenn stepping down after 17 years, all thanked for his service and support. GJ advised still on had if have any questions etc.

Lyn to contact committee members not present to advise if they would like to stay on.

## **8. AOB**

School Christmas Fair – Next meeting on 22<sup>nd</sup> November to discuss what we need to do and plan.

Recruitment of new committee members discuss at next meeting. MH to write piece to send out to parents about the committee etc.

School offer of use of KS1 hall for woodies. Matt Stace has offered space to extend Woodies. MH and JB in discuss with EY Business Support and Ofsted. Update at next meeting and discuss about logistics, paying staff and any rent etc. Looking to offer an additional 30 spaces (currently offer 42).

## **9. Date of next meeting**

Wednesday 22<sup>nd</sup> November 2023 – 7:30pm – Zoom/Bungalow

## **10. Actions**

LH contact other committee members.

MH write committee recruitment note to be distributed to parents.

Registered Charity No: 1026785

**REPORT AND ACCOUNTS**

for the annual financial period ended  
31st March, 2023

for

**CHADDLEWOOD PRE-SCHOOL**

# **CHADDLEWOOD PRE-SCHOOL**

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**for the annual period to 31st March, 2023**

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## **CHADDLEWOOD PRE-SCHOOL**

### **Legal and Administrative Information**

#### **Trustees**

Michelle Hay	Chairperson Appointed Nov 22
Glenn Jordan	Chairperson/ Vice Chair from Nov 22
Charlotte Christie	Treasurer
Michelle Hay	Secretary
Jen Meader	Appointed Nov 22
Katherine Lindsay	Appointed Nov 22
Chloe Parsons	
Alison Green	
Claire Dunstan	
Georgiana Thomas	

#### **Principal Office**

Chaddlewood Pre-School,  
Hemerdon Heights, Plympton,  
Plymouth PL7 2EU

#### **Accountants**

St Kew Accountancy Ltd.  
Patto Owriak, Allen Park  
St. Kew Highway, Bodmin  
Cornwall PL30 3AR

#### **Bankers**

Santander,  
Bootle,  
Merseyside  
L30 4GB

# **CHADDLEWOOD PRE-SCHOOL**

## **REPORT OF THE TRUSTEES for the annual period to 31st March, 2023**

The trustees present their report along with the financial statements of the charity for the twelve month period ended 31st March, 2023. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and the recommendations of the Statement of Recommended Practice - Accounting and Reporting by Charities.

### **CONSTITUTION AND OBJECTS**

Chaddlewood Pre-school is a registered charity No. 1026785, registered on 7th October, 1993.

The objects of the charity are the provision of pre-school childcare for children in the Chaddlewood area.

### **ORGANISATION**

The trustees who have served during the period under review and since the period end are set out on page 2.

### **TRUSTEES' RESPONSIBILITIES**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's state of affairs during the financial period and of its financial position at the end of the period.

In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

.....

Dated:.....September, 2023

**REPORT TO THE TRUSTEES OF**  
**CHADDLEWOOD PRE-SCHOOL**  
**for the annual period to 31st March, 2023**

**Respective Responsibilities of Trustees and Examiner**

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to our 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 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 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met: or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding on the accounts to be reached.

Signed:.....

M. Vickery  
St. Kew Accountancy Ltd.

21st August, 2023



# CHADDLEWOOD PRE-SCHOOL

## Statement of Financial Activities (including an Income and Expenditure Account)

for the annual period to 31st March, 2023

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
<b>Incoming Resources</b>				
Activities to further the charity's objects:				
Local authority grants, trust grants and sundry	-	128,403	128,403	123,820
Fees for play activities	50,236	-	50,236	21,555
1-1 Funding	-	6,365	6,365	3,393
Woodies	84,959	-	84,959	63,023
Trips and Activities	85	-	85	-
Activities to generate funds:				
Fundraising activities	1,356	-	1,356	1,564
Meals	3,961	-	3,961	3,426
Refunds	885	-	885	317
Bank Interest	178	-	178	246
Sundry	54	-	54	75
<b>Total Incoming Resources</b>	<b>141,715</b>	<b>134,768</b>	<b>276,483</b>	<b>217,419</b>
<b>Resources Expended</b>				
Wages	96,516	96,999	193,515	163,416
Tax and E'ers NI	28,112	-	28,112	12,083
Pension	5,609	-	5,609	5,765
Materials	-	2,992	2,992	540
Rent and Rates	-	14,413	14,413	10,014
Water Rates	-	539	539	694
Premises	-	4,819	4,819	1,327
Heat and Power	-	1,976	1,976	2,378
Refreshments and Milk	-	8,141	8,141	6,345
Telephone	-	1,000	1,000	1,092
Trips and Visits	75	-	75	175
Planning	538	-	538	701
Administration	1,685	-	1,685	1,241
Insurance	1,787	-	1,787	1,749
Training	-	407	407	1,090
Cleaning/Refuse	4,362	-	4,362	3,589
Registrations/Leases & Memberships	1,546	-	1,546	2,111
Repairs and Renewals	-	186	186	41
Health & Safety	-	615	615	498
Woodies	2,184	-	2,184	1,751
Professional Fees	3,730	-	3,730	3,995
Fundraising Expenses	1,170	-	1,170	215
Uniform - Staff	1,177	-	1,177	1,401
Miscellaneous	706	-	706	-
Depreciation	-	1,108	1,108	641
<b>Total Resources Expended</b>	<b>149,197</b>	<b>133,195</b>	<b>282,393</b>	<b>222,854</b>
<b>Net Outgoing Resources:</b>				
<b>Net movement in Funds</b>	<b>-7,482</b>	<b>1,573</b>	<b>-5,909</b>	<b>-5,434</b>
<b>Total Funds at 1st April 2022</b>	<b>90,445</b>	<b>-</b>	<b>90,445</b>	<b>95,880</b>
<b>Total Funds at 31st March 2023</b>	<b>82,963</b>	<b>1,573</b>	<b>84,536</b>	<b>90,445</b>

# CHADDLEWOOD PRE-SCHOOL

## BALANCE SHEET AS AT 31ST MARCH, 2023

	Notes	£	£	£	£
		31/03/2023		31/03/2022	
<b>FIXED ASSETS</b>					
Tangible Assets	9	4,408		2,920	
<b>CURRENT ASSETS</b>					
Cash at Bank & in Hand	3	97,719		106,436	
Debtors & Prepayments	11	<u>3,570</u>		<u>3,142</u>	
		101,289		109,578	
<b>CREDITORS AND ACCRUALS:</b>					
Amounts falling due within one year	12	<u>21,161</u>		<u>22,053</u>	
<b>NET CURRENT ASSETS :</b>		80,128		87,525	
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>		<u>84,536</u>		<u>90,445</u>	
<b>CAPITAL AND RESERVES</b>					
Income and Expenditure Account:					
Restricted		1,573		-	
Unrestricted		82,963		90,445	
		<u>84,536</u>		<u>90,445</u>	

ON BEHALF OF THE TRUSTEES:

: -Signed by Trustee

: -Print Name

Approved by the Trustees on: September, 2023.

# CHADDLEWOOD PRE-SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023

### 1. ACCOUNTING POLICIES:

#### Accounting convention

The financial statements have been prepared under the historical cost convention and on an Accruals basis, in accordance with the Statement of Recommended Practice(2005), the Financial Standard for Smaller Entities (effective April 2008) and the Charities Act 1993.

#### Expenditure

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which can not be recovered.

#### Unrestricted Funds

Unrestricted funds are donations, fees income and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

#### Designated Funds

Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

#### Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

### 2. DONATIONS

			31/03/2023	31/03/2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
General donations	-	-	-	-
	-	-	-	-

### 3. CURRENT ASSETS: Cash and Bank

	31/03/2023	31/03/2022
	£	£
Cash at Bank:		
Charity Bank	50,391	- Opened 1.12.22
Current Account-Santander	47,316	45,230
Shawbrook - 60 Day Notice	-	61,193 Closed 14.11.22
Cash in Hand	13	13
	<u>97,719</u>	<u>106,436</u>

### 4. TRANSACTIONS WITH THE TRUSTEES

During the year the charity did not reimburse trustees' expenditure.

# CHADDLEWOOD PRE-SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023

### 5. INCOMING RESOURCES

	Unrestricted	Restricted	31/03/2023 Total	31/03/2022 Total
	£	£	£	£
Local authority grants, trust grants and sundry	-	128,403	<b>128,403</b>	123,820
Fees for play activities	50,236	-	<b>50,236</b>	21,555
1-1 Funding	-	6,365	<b>6,365</b>	3,393
Woodies	84,959	-	<b>84,959</b>	63,023
Trips and Activities	85	-	<b>85</b>	-
Fundraising activities	1,356	-	<b>1,356</b>	1,564
Meals	3,961	-	<b>3,961</b>	3,426
Refunds	885	-	<b>885</b>	317
Bank Interest	178	-	<b>178</b>	246
Sundry	54	-	<b>54</b>	75
	<b>141,715</b>	<b>134,768</b>	<b>276,483</b>	<b>217,419</b>

### 6. DIRECT CHARITABLE EXPENDITURE

	Unrestricted General Fund	Restricted Fund	31/03/2023 Total Funds	31/03/2022 Total Funds
	£	£	£	£
Wages	96,516	96,999	<b>193,515</b>	163,416
Tax and E'ers NI	28,112	-	<b>28,112</b>	12,083
Pension	5,609	-	<b>5,609</b>	5,765
Materials	-	2,992	<b>2,992</b>	540
Rent and Rates	-	14,413	<b>14,413</b>	10,014
Water Rates	-	539	<b>539</b>	694
Premises	-	4,819	<b>4,819</b>	1,327
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Refreshments and Milk	-	8,141	<b>8,141</b>	6,345
Telephone	-	1,000	<b>1,000</b>	1,092
Trips and Visits	75	-	<b>75</b>	175
Planning	538	-	<b>538</b>	701
Administration	1,685	-	<b>1,685</b>	1,241
Insurance	1,787	-	<b>1,787</b>	1,749
Training	-	407	<b>407</b>	1,090
Cleaning/Refuse	4,362	-	<b>4,362</b>	3,589
Registrations, Leases & Memberships	1,546	-	<b>1,546</b>	2,111
Repairs and Renewals	-	186	<b>186</b>	41
Health & Safety	-	615	<b>615</b>	498
Woodies	2,184	-	<b>2,184</b>	1,751
Professional Fees	3,730	-	<b>3,730</b>	3,995
Fundraising Expenses	1,170	-	<b>1,170</b>	215
Uniform - Staff	1,177	-	<b>1,177</b>	1,401
Miscellaneous	706	-	<b>706</b>	-
Depreciation	-	1,108	<b>1,108</b>	641
	<b>149,197</b>	<b>133,195</b>	<b>282,393</b>	<b>222,854</b>

# CHADDLEWOOD PRE-SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023

### 7. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:	Unrestricted General Fund	31/03/2023	31/03/2022
	£	£	£
Auditors Remuneration	483	<b>483</b>	465
Depreciation	1,108	<b>1,108</b>	641
	<b>1,591</b>	<b>1,591</b>	<b>1,106</b>

### 8. STAFF COSTS AND NUMBERS

Staff costs were as follows:	31/03/2023	31/03/2022
	£	£
Salaries and wages	<b>193,515</b>	163,416
Tax and National Insurance	<b>28,112</b>	12,083
Pension	<b>5,609</b>	5,765
	<b>227,237</b>	<b>181,265</b>

No employee received emoluments of more than £60,000

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	31/03/2023	31/03/2022
	No	No
Administration and Support	<b>1</b>	1
Management	<b>2</b>	2
Childcare	<b>9</b>	9
	<b>12</b>	<b>12</b>

### 9 TANGIBLE FIXED ASSETS:

For valuation purposes, depreciation is calculated at the following annual rates, in order to write off each asset over its estimated useful life:

Fixtures and Fittings 18% on a straight line basis.  
Equipment 18% on a straight line basis.

	Fixtures & Fittings £	Equipment £	Total £
<b>Cost</b>			
Brought Forward	-	3,561	<b>3,561</b>
Additions	-	2,597	<b>2,597</b>
Fully Depreciated	-	-	-
As at 31st March, 2023	-	6,158	<b>6,158</b>
<b>Depreciation</b>			
Brought Forward	-	641	<b>641</b>
Charge for the period	-	1,108	<b>1,108</b>
Fully Depreciated	-	-	-
As at 31st March, 2023	-	1,749	<b>1,749</b>
<b>Net Book Value:</b>			
As at 31st March, 2023	-	4,408	<b>4,408</b>
<b>Net Book Value:</b>			
As at 1st April, 2022	-	2,920	<b>2,920</b>

# CHADDLEWOOD PRE-SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023

### 10. TAXATION

The charity is exempt from corporation tax on its charitable activities.

### 11. DEBTORS AND PREPAYMENTS: Amounts falling due within one year

	31/03/2023	31/03/2022
	£	£
<b>Debtors</b>		
Milk Grant	367	272
Fees	1,325	1,046
<b>Prepayments</b>		
Subscriptions and Memberships	38	38
Insurance	1,840	1,787
	<b>3,570</b>	<b>3,142</b>

### 12. CREDITORS: Amounts falling due within one year:

	31/03/2023	31/03/2022
	£	£
<b>Creditors</b>		
Professional Fees	483	465
Wages	16,477	14,868
Tax	1,891	1,608
Pension	-	555
Other	731	4,558
<b>Accruals</b>		
Fees	1,580	-
	<b>21,161</b>	<b>22,053</b>

### 13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds	Designated Funds	Restricted Funds	Total Funds
	£	£	£	£
Tangible fixed assets	4,408	-	-	4,408
Current assets	99,716	-	1,573	101,289
Current liabilities	21,161	-	-	21,161
Net assets @ 31st March, 2023	82,963	-	1,573	84,536

### 14. MOVEMENTS IN FUNDS

Restricted Funds	At 01/04/22	Incoming Resources	Outgoing Resources	Transfers	At 31/03/23
	£	£	£	£	£
Grant - Early Years Funding (PCC)	-	121,324	121,324	-	-
Grant - PCC	-	2,000	2,000	-	-
Grant - 1:1 Funding	-	6,365	6,365	-	-
Grant - Apprentice Initiative	-	500	500	-	-
Grant - Co-op	-	2,911	1,337	-	1,573
Grant - Local Giving	-	500	500	-	-
Grant - WFRU	-	1,169	1,169	-	-
<b>Total Restricted Funds</b>	-	134,768	133,195	-	1,573
<b>Total Unrestricted Funds</b>	90,445	141,715	149,197	-	82,963
<b>Total Funds</b>	<b>90,445</b>	<b>276,482</b>	<b>282,393</b>	<b>-</b>	<b>84,536</b>

## **CHADDLEWOOD PRE-SCHOOL**

### **NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023**

#### **15. CAPITAL COMMITMENTS**

The charity has no capital commitments as at 31st March 2023 or 31st March 2022.

#### **16. PURPOSES OF RESTRICTED FUNDS**

<b>Grant - Early Years Funding (PCC)</b>	For the support of the provision of child care.
<b>Grant - PCC 1:1 Funding</b>	To provide support for a child who required 1 to 1 care.
<b>Grant - PCC</b>	To fund the cost of painting the building's interior.
<b>Grant - Co-op</b>	To provide outdoor play equipment.
<b>Grant - Local Giving</b>	Funding to promote outside play and activities.
<b>Grant - WFRU</b>	This grant is to support the provision of daily milk for the children.
<b>Grant - PCC Achievement Training</b>	To support training expenses.
<b>Grant - Apprentice Initiative</b>	To support the cost of an apprentice.

These notes form part of the financial statements

Registered Charity No: 1026785

**REPORT AND ACCOUNTS**

for the annual financial period ended  
31st March, 2023

for

**CHADDLEWOOD PRE-SCHOOL**



# **CHADDLEWOOD PRE-SCHOOL**

## **INDEX TO THE FINANCIAL STATEMENTS**

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In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

.....

Dated:.....September, 2023

**REPORT TO THE TRUSTEES OF**  
**CHADDLEWOOD PRE-SCHOOL**  
**for the annual period to 31st March, 2023**

**Respective Responsibilities of Trustees and Examiner**

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to our 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 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 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met: or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding on the accounts to be reached.

Signed:.....

M. Vickery  
St. Kew Accountancy Ltd.

21st August, 2023

# CHADDLEWOOD PRE-SCHOOL

## Statement of Financial Activities (including an Income and Expenditure Account)

for the annual period to 31st March, 2023

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
<b>Incoming Resources</b>				
Activities to further the charity's objects:				
Local authority grants, trust grants and sundry	-	128,403	128,403	123,820
Fees for play activities	50,236	-	50,236	21,555
1-1 Funding	-	6,365	6,365	3,393
Woodies	84,959	-	84,959	63,023
Trips and Activities	85	-	85	-
Activities to generate funds:				
Fundraising activities	1,356	-	1,356	1,564
Meals	3,961	-	3,961	3,426
Refunds	885	-	885	317
Bank Interest	178	-	178	246
Sundry	54	-	54	75
<b>Total Incoming Resources</b>	<b>141,715</b>	<b>134,768</b>	<b>276,483</b>	<b>217,419</b>
<b>Resources Expended</b>				
Wages	96,516	96,999	193,515	163,416
Tax and E'ers NI	28,112	-	28,112	12,083
Pension	5,609	-	5,609	5,765
Materials	-	2,992	2,992	540
Rent and Rates	-	14,413	14,413	10,014
Water Rates	-	539	539	694
Premises	-	4,819	4,819	1,327
Heat and Power	-	1,976	1,976	2,378
Refreshments and Milk	-	8,141	8,141	6,345
Telephone	-	1,000	1,000	1,092
Trips and Visits	75	-	75	175
Planning	538	-	538	701
Administration	1,685	-	1,685	1,241
Insurance	1,787	-	1,787	1,749
Training	-	407	407	1,090
Cleaning/Refuse	4,362	-	4,362	3,589
Registrations/Leases & Memberships	1,546	-	1,546	2,111
Repairs and Renewals	-	186	186	41
Health & Safety	-	615	615	498
Woodies	2,184	-	2,184	1,751
Professional Fees	3,730	-	3,730	3,995
Fundraising Expenses	1,170	-	1,170	215
Uniform - Staff	1,177	-	1,177	1,401
Miscellaneous	706	-	706	-
Depreciation	-	1,108	1,108	641
<b>Total Resources Expended</b>	<b>149,197</b>	<b>133,195</b>	<b>282,393</b>	<b>222,854</b>
<b>Net Outgoing Resources:</b>				
<b>Net movement in Funds</b>	<b>-7,482</b>	<b>1,573</b>	<b>-5,909</b>	<b>-5,434</b>
<b>Total Funds at 1st April 2022</b>	<b>90,445</b>	<b>-</b>	<b>90,445</b>	<b>95,880</b>
<b>Total Funds at 31st March 2023</b>	<b>82,963</b>	<b>1,573</b>	<b>84,536</b>	<b>90,445</b>

# CHADDLEWOOD PRE-SCHOOL

## BALANCE SHEET AS AT 31ST MARCH, 2023

	Notes	£ 31/03/2023	£ 31/03/2022
<b>FIXED ASSETS</b>			
Tangible Assets	9	4,408	2,920
<b>CURRENT ASSETS</b>			
Cash at Bank & in Hand	3	97,719	106,436
Debtors & Prepayments	11	<u>3,570</u>	<u>3,142</u>
		101,289	109,578
<b>CREDITORS AND ACCRUALS:</b>			
Amounts falling due within one year	12	<u>21,161</u>	<u>22,053</u>
<b>NET CURRENT ASSETS :</b>		80,128	87,525
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>		<u><u>84,536</u></u>	<u><u>90,445</u></u>
<b>CAPITAL AND RESERVES</b>			
Income and Expenditure Account:			
Restricted		1,573	-
Unrestricted		82,963	90,445
		<u><u>84,536</u></u>	<u><u>90,445</u></u>

ON BEHALF OF THE TRUSTEES:

: -Signed by Trustee

: -Print Name

Approved by the Trustees on: September, 2023.

# CHADDLEWOOD PRE-SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023

### 1. ACCOUNTING POLICIES:

#### Accounting convention

The financial statements have been prepared under the historical cost convention and on an Accruals basis, in accordance with the Statement of Recommended Practice(2005), the Financial Standard for Smaller Entities (effective April 2008) and the Charities Act 1993.

#### Expenditure

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which can not be recovered.

#### Unrestricted Funds

Unrestricted funds are donations, fees income and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

#### Designated Funds

Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

#### Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

### 2. DONATIONS

			31/03/2023	31/03/2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
General donations	-	-	-	-
	-	-	-	-

### 3. CURRENT ASSETS: Cash and Bank

	31/03/2023	31/03/2022
	£	£
Cash at Bank:		
Charity Bank	50,391	- Opened 1.12.22
Current Account-Santander	47,316	45,230
Shawbrook - 60 Day Notice	-	61,193 Closed 14.11.22
Cash in Hand	13	13
	<u>97,719</u>	<u>106,436</u>

### 4. TRANSACTIONS WITH THE TRUSTEES

During the year the charity did not reimburse trustees' expenditure.

# CHADDLEWOOD PRE-SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023

### 5. INCOMING RESOURCES

	Unrestricted	Restricted	31/03/2023 Total	31/03/2022 Total
	£	£	£	£
Local authority grants, trust grants and sundry	-	128,403	<b>128,403</b>	123,820
Fees for play activities	50,236	-	<b>50,236</b>	21,555
1-1 Funding	-	6,365	<b>6,365</b>	3,393
Woodies	84,959	-	<b>84,959</b>	63,023
Trips and Activities	85	-	<b>85</b>	-
Fundraising activities	1,356	-	<b>1,356</b>	1,564
Meals	3,961	-	<b>3,961</b>	3,426
Refunds	885	-	<b>885</b>	317
Bank Interest	178	-	<b>178</b>	246
Sundry	54	-	<b>54</b>	75
	<b>141,715</b>	<b>134,768</b>	<b>276,483</b>	<b>217,419</b>

### 6. DIRECT CHARITABLE EXPENDITURE

	Unrestricted General Fund	Restricted Fund	31/03/2023 Total Funds	31/03/2022 Total Funds
	£	£	£	£
Wages	96,516	96,999	<b>193,515</b>	163,416
Tax and E'ers NI	28,112	-	<b>28,112</b>	12,083
Pension	5,609	-	<b>5,609</b>	5,765
Materials	-	2,992	<b>2,992</b>	540
Rent and Rates	-	14,413	<b>14,413</b>	10,014
Water Rates	-	539	<b>539</b>	694
Premises	-	4,819	<b>4,819</b>	1,327
Heat and Power	-	1,976	<b>1,976</b>	2,378
Refreshments and Milk	-	8,141	<b>8,141</b>	6,345
Telephone	-	1,000	<b>1,000</b>	1,092
Trips and Visits	75	-	<b>75</b>	175
Planning	538	-	<b>538</b>	701
Administration	1,685	-	<b>1,685</b>	1,241
Insurance	1,787	-	<b>1,787</b>	1,749
Training	-	407	<b>407</b>	1,090
Cleaning/Refuse	4,362	-	<b>4,362</b>	3,589
Registrations, Leases & Memberships	1,546	-	<b>1,546</b>	2,111
Repairs and Renewals	-	186	<b>186</b>	41
Health & Safety	-	615	<b>615</b>	498
Woodies	2,184	-	<b>2,184</b>	1,751
Professional Fees	3,730	-	<b>3,730</b>	3,995
Fundraising Expenses	1,170	-	<b>1,170</b>	215
Uniform - Staff	1,177	-	<b>1,177</b>	1,401
Miscellaneous	706	-	<b>706</b>	-
Depreciation	-	1,108	<b>1,108</b>	641
	<b>149,197</b>	<b>133,195</b>	<b>282,393</b>	<b>222,854</b>



# CHADDLEWOOD PRE-SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023

### 7. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:	Unrestricted General Fund	31/03/2023	31/03/2022
	£	£	£
Auditors Remuneration	483	<b>483</b>	465
Depreciation	1,108	<b>1,108</b>	641
	<b>1,591</b>	<b>1,591</b>	<b>1,106</b>

### 8. STAFF COSTS AND NUMBERS

Staff costs were as follows:	31/03/2023	31/03/2022
	£	£
Salaries and wages	<b>193,515</b>	163,416
Tax and National Insurance	<b>28,112</b>	12,083
Pension	<b>5,609</b>	5,765
	<b>227,237</b>	<b>181,265</b>

No employee received emoluments of more than £60,000

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	31/03/2023	31/03/2022
	No	No
Administration and Support	<b>1</b>	1
Management	<b>2</b>	2
Childcare	<b>9</b>	9
	<b>12</b>	<b>12</b>

### 9 TANGIBLE FIXED ASSETS:

For valuation purposes, depreciation is calculated at the following annual rates, in order to write off each asset over its estimated useful life:

Fixtures and Fittings 18% on a straight line basis.  
Equipment 18% on a straight line basis.

	Fixtures & Fittings £	Equipment £	Total £
<b>Cost</b>			
Brought Forward	-	3,561	<b>3,561</b>
Additions	-	2,597	<b>2,597</b>
Fully Depreciated	-	-	-
As at 31st March, 2023	-	6,158	<b>6,158</b>
<b>Depreciation</b>			
Brought Forward	-	641	<b>641</b>
Charge for the period	-	1,108	<b>1,108</b>
Fully Depreciated	-	-	-
As at 31st March, 2023	-	1,749	<b>1,749</b>
<b>Net Book Value:</b>			
As at 31st March, 2023	-	4,408	<b>4,408</b>
<b>Net Book Value:</b>			
As at 1st April, 2022	-	2,920	<b>2,920</b>

# CHADDLEWOOD PRE-SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023

### 10. TAXATION

The charity is exempt from corporation tax on its charitable activities.

### 11. DEBTORS AND PREPAYMENTS: Amounts falling due within one year

	31/03/2023	31/03/2022
	£	£
<b>Debtors</b>		
Milk Grant	367	272
Fees	1,325	1,046
<b>Prepayments</b>		
Subscriptions and Memberships	38	38
Insurance	1,840	1,787
	<b>3,570</b>	<b>3,142</b>

### 12. CREDITORS: Amounts falling due within one year:

	31/03/2023	31/03/2022
	£	£
<b>Creditors</b>		
Professional Fees	483	465
Wages	16,477	14,868
Tax	1,891	1,608
Pension	-	555
Other	731	4,558
<b>Accruals</b>		
Fees	1,580	-
	<b>21,161</b>	<b>22,053</b>

### 13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds	Designated Funds	Restricted Funds	Total Funds
	£	£	£	£
Tangible fixed assets	4,408	-	-	4,408
Current assets	99,716	-	1,573	101,289
Current liabilities	21,161	-	-	21,161
Net assets @ 31st March, 2023	82,963	-	1,573	84,536

### 14. MOVEMENTS IN FUNDS

Restricted Funds	At 01/04/22	Incoming Resources	Outgoing Resources	Transfers	At 31/03/23
	£	£	£	£	£
Grant - Early Years Funding (PCC)	-	121,324	121,324	-	-
Grant - PCC	-	2,000	2,000	-	-
Grant - 1:1 Funding	-	6,365	6,365	-	-
Grant - Apprentice Initiative	-	500	500	-	-
Grant - Co-op	-	2,911	1,337	-	1,573
Grant - Local Giving	-	500	500	-	-
Grant - WFRU	-	1,169	1,169	-	-
<b>Total Restricted Funds</b>	-	134,768	133,195	-	1,573
<b>Total Unrestricted Funds</b>	90,445	141,715	149,197	-	82,963
<b>Total Funds</b>	<b>90,445</b>	<b>276,482</b>	<b>282,393</b>	-	<b>84,536</b>

## **CHADDLEWOOD PRE-SCHOOL**

### **NOTES TO THE FINANCIAL STATEMENTS for the annual period to 31st March, 2023**

#### **15. CAPITAL COMMITMENTS**

The charity has no capital commitments as at 31st March 2023 or 31st March 2022.

#### **16. PURPOSES OF RESTRICTED FUNDS**

<b>Grant - Early Years Funding (PCC)</b>	For the support of the provision of child care.
<b>Grant - PCC 1:1 Funding</b>	To provide support for a child who required 1 to 1 care.
<b>Grant - PCC</b>	To fund the cost of painting the building's interior.
<b>Grant - Co-op</b>	To provide outdoor play equipment.
<b>Grant - Local Giving</b>	Funding to promote outside play and activities.
<b>Grant - WFRU</b>	This grant is to support the provision of daily milk for the children.
<b>Grant - PCC Achievement Training</b>	To support training expenses.
<b>Grant - Apprentice Initiative</b>	To support the cost of an apprentice.

These notes form part of the financial statements