

**GREAT TEY PRE-SCHOOL**  
**Treasurer's Report**  
**Year Ending 31<sup>st</sup> August, 2022**

As detailed in the Profit & Loss breakdown, the year-end figures @ 31/08/22 show a PROFIT of £689.67 excluding Fund Raising, and a PROFIT of £825.70 including Fund Raising. This results in a profit of £136.03 on Fund Raising after purchases.

**INCOME**

Income for the year was £88292.31

**EXPENDITURE**

Expenditure for the year was £87466.61

**FUNDS**

There are unspent funds of £17607.90 at 31/08/22 in the current account, which also includes a pre-payment for Autumn Term 2022 funding. This will be carried forward into specific budgets for next year; a proportion of these funds will be allocated to training course fees and training wages and this amount will help to cover any shortfall as a result of reduced sessions due to a drop in numbers of children attending the setting, and the rising cost of rental charges.

A loss of £1431.32 has been forecast for the Autumn term 2022, but we do anticipate a number of new starters attending in the Spring Term, to help reduce this loss.

There are unspent funds of £408.88 at 31/08/22 in the fund raising account. The committee should agree what these funds will be spent on and purchases will be made so that the children of the parents who have helped to raise the funds benefit from the resources.

Our accruals are made up of £75 for Accountancy fees, £1250 for garden maintenance, £19.30 of SEN Grant for hours at the beginning of Autumn Term .

**TOTAL CURRENT ASSETS/LIABILITIES (refer to Balance Sheet) @ 31/08/22**

Cash balance Current account	17,607.90
Cash balance Reserve account	8,174.06
Cash balance Bonus Saver account	19,113.88
Cash balance Fund Raising account	408.88
Cash in hand for Petty Cash	0
Cash in hand from floats	22.17
Payments on Account (parent's deposits held and funding received in adv)	(8,694.55)
Other creditors/accruals	(1,344.30)
<b>Total</b>	<b>35,288.04</b>

Prepared by Truly Bruce  
Date: 1<sup>st</sup> August 2022

L.W  
L.W  
D. Brown

**GREAT TEY PRE-SCHOOL**  
**Treasurer's Report**  
**Year Ending 31<sup>st</sup> August, 2022**

**TREASURER'S COMMENTS**

As a registered charity it is not our intention to retain a large sum of money on deposit or in a current account. It has been agreed that one terms running costs would be kept available in the Bonus Saver account, and Redundancy payments would be kept in the Reserve Account to cover the following scenarios:

- Liability for Redundancy pay in the event that Pre-School should have to close and redundancy payments need to be met.
- Repayment of any government funding made in lieu of sessions, in the event that subsequent to an Ofsted inspection the Pre-School fails to achieve the necessary requirements for re-registration.
- A drop in numbers of children attending Pre-School, so that funds can be bolstered by the money held in reserve until such a time as the numbers increase again.

As mentioned earlier, the committee should allocate the balance in the current account, at the beginning of the next academic year. Any other known requirements for the group should be considered, and funds allocated as appropriate.

The controls that were put into place to ensure that staff wages would cost no more than 77% of income, and an allowance of 4% of staff wages allocated for training, have been maintained where possible during 2021/22. The staff at the setting have worked incredibly hard to ensure that the setting was able to take more sessions for children to accommodate parents requirements.

Forecasting will be prepared by the Manager and reviewed by the Committee during each term, based upon the known sessions booked at that time. The numbers of sessions attended and relative income, in line with staffing levels, will continue to be monitored very carefully. Budgets will continue to be monitored closely for all areas of expenditure.

Fund raising is an important source of income; support from the parents will be sought where possible. The staff should prepare a defined 'wish list' for the coming year so that the committee has a figure to work to. We were able to organise monthly fundraising events, which has helped to keep a steady flow of fundraising income for new equipment and treats for the children throughout the year, and time going forward.

Prepared by Truly Bruce  
Date: 1<sup>st</sup> August 2022

L.W. H  
H. Burrell

Date: 02/08/2022

Time: 16:47:08

# Great Tey Pre-School

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## Profit and Loss

From: Month 1, September 2021

To: Month 12, August 2022

Chart of Accounts: Default Layout of Accounts WITH F/R [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>	
<b>Income</b>			
Funded Sessions	62,416.60	62,416.60	
Non-Funded Sessions	25,227.57	25,227.57	
Snack fees	797.20	797.20	
Other Income	7.90	7.90	
Fund Raising	896.60	896.60	
	89,345.87	89,345.87	
<b>Purchases</b>			
Fundraising	1,053.56	1,053.56	
	1,053.56	1,053.56	
<b>Gross Profit/(Loss):</b>	<u>88,292.31</u>	<u>88,292.31</u>	
<b>Overheads</b>			
Gross Wages	64,256.18	64,256.18	
Premises/Rent/Insurance	7,914.63	7,914.63	
Garden	7,795.69	7,795.69	
Subs/Membership/Licences	629.40	629.40	
Printing/Stationery	1,850.59	1,850.59	
Professional Fees	50.00	50.00	
Computer Equipment/Software	2,917.72	2,917.72	
Maintenance/Repairs	35.73	35.73	
Bank Charges/Interest	(2.33)	(2.33)	
Snack/Petty Cash	534.84	534.84	
Testing and Health & Safety	19.14	19.14	
Cleaning materials	664.95	664.95	
Craft materials purchased	510.06	510.06	
Miscellaneous expenses	290.01	290.01	
	87,466.61	87,466.61	
<b>Net Profit/(Loss):</b>	<u>825.70</u>	<u>825.70</u>	

L. W. H.  
H. Brown

Date: 03/08/2022

Time: 17:19:31

**Great Tey Pre-School**

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**Balance Sheet**

From: Month 1, September 2021

To: Month 12, August 2022

Chart of Accounts: Default Layout of Accounts WITH F/R [PARTIAL

	<u>Period</u>	<u>Year to Date</u>
<b>Fixed Assets</b>		
	0.00	0.00
<b>Current Assets</b>		
Debtors	(1,565.10)	(8,694.55)
Deposits and Cash	3,635.10	45,326.89
Other creditors etc	(1,244.30)	(1,344.30)
	825.70	35,288.04
<b>Long Term Liabilities</b>		
	0.00	0.00
<b>Total Assets less Total Liabilities:</b>	825.70	35,288.04
<b>Capital &amp; Reserves</b>		
Reserves	0.00	34,462.34
P & L Account	825.70	825.70
	825.70	35,288.04

L.W. W  
H. Barros

# **Independent examiner's report on the accounts**

**Report to the trustees/members of**  
Great Tey Pre-School

**On accounts for the year ended**  
31st August 2022

## **Basis of my report**

I have examined all the documents and relevant papers given to be by the Finance Manager.

## **Indepenndent examiner's statement**

In connection with my examination, no matter has come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed**

Date 25th August 2022



Mrs Donna Breese  
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L.W. ✓  
H. Barron