



# Trustees' Annual Report for the period

From

Period start date		
1	April	2023

To

Period end date		
31	March	2024

## Section A Reference and administration details

Charity name

Sonning Common Preschool

Other names charity is known by

N/A

Registered charity number (if any)

1028702

Charity's principal address

Grove Road

Sonning Common

Postcode

RG4 9RH

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Naomi Readings	Chair		
2	Siobhan Wilkins	Secretary		
3	Martin Tucker	Treasurer	Until Sep-23	
4	Nicola Panel	Treasurer	Appointed Sep-23	
5	Joanne Lawson	Preschool Manager		
6	Merlin Meyer	Chair	Until Sep-23	
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

	<b>Names of the trustees for the charity, if any, (for example, any custodian trustees)</b>	
	<b>Name</b>	<b>Dates acted if not for whole year</b>

	<b>Names and addresses of advisers (Optional information)</b>	
<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Trust

Trustee selection methods  
(eg. appointed by, elected by)

Elected by 2 other committee members

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To run a community preschool providing childcare for up to 30 hours per week.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Preschool open 9am – 3pm, Monday – Friday during school term time (38 weeks of the year).

Parents can claim funded hours or pay for sessions themselves until their child becomes eligible for funding.

Wrap around care offered on term time days, holiday camps in the holidays.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Preschool provision for local children aged from 2 – 5 prior to attending school.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Sufficient reserves kept to cover redundancy pay, in the event of permanent preschool closure.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F Other optional information**

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**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) *Nicola Panel*

Full name(s) Nicola Panel

Position (eg Secretary, Chair, etc) Treasurer



**Date** 12/12/2024

**Sonning Common Pre-School  
Charity  
Reports and Accounts**

**31 March 2024**

Radford & Sergeant Ltd  
40rty  
40 Caversham Road  
Reading  
RG1 7EB



# **Sonning Common Pre-School**

## **Contents of the Financial Statements for the Year ended 31 March 2024**

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# **Sonning Common Pre-School**

## **Trustees Report for the Year ended 31 March 2024**

The trustees present the report and accounts for the year ended 31 March 2024.

**Registered Charity number**    **1028702**

### **Principal address**

Grove Road  
Sonning Common  
Reading  
RG4 9RJ

### **Principal activities**

The charity's principal activity during the year is a pre school for children.

### **Trustees**

Merlin Meyer	Chair - Until 01/09/2023
Naomi Readings	Chair
Martin Tucker	Treasurer - Until 01/09/2023
Nicola Panel	Treasurer - Appointed 01/09/2023
Joanne Lawson	Trustee - Appointed 22/07/22
Siobhan Wilkins	Secretary

### **Independent examiner**

Kim Swain  
Radford & Sergeant Ltd  
40rty  
40 Caversham Road  
Reading  
RG1 7EB

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document - Constitution adopted 9 June 1993 and amended 1 November 1993 as amended 12 January 2009.

### **Charities Status**

This report has been prepared in accordance with the Charities Act 2011.

# **Sonning Common Pre-School**

## **Trustees Annual Report (continued) for the Year ended 31 March 2024**

### **OBJECTIVES AND ACTIVITIES**

To run a community preschool providing childcare for up to 30 hours per week.

Preschool open 9am - 3pm, Monday - Friday during school term time (38 weeks of the year.)

Parents can claim funded hours or pay for sessions themselves until their child becomes eligible for funding.

Wrap around care offered on term time days and holiday camps in the holidays.

### **ACHIEVEMENT AND PERFORMANCE**

Preschool provision for local children aged 2 - 5 prior to attending school.

### **FINANCIAL REVIEW**

Sufficient reserves kept to cover redundancy pay, in the event of permanent preschool closure.

Approved by order of the board of Trustees on 17th December 2024 and signed on its behalf by:

.....  
Nicola Panel - Treasurer

# Sonning Common Pre-School

## Independent Examiner's Report to the Trustees of Sonning Common Pre-School

I report on the accounts of the pre-school for the year to 31 March 2024, which are set out on pages four to eight.

### Respective responsibilities of trustees and examiner

The pre school's trustees are responsible for the preparation of the accounts. The pre school's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Charities Act);
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Charities act; and
  - to prepare accounts which accord with the accounting records and 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 of the accounts to be reached

Kim Swain MA (Oxon) FCA  
Radford & Sergeant Ltd  
40rty  
40 Caversham Road  
Reading  
RG1 7EB

17th December 2024

## Sonning Common Pre-School

### Statement of Financial Activities for the Year ended 31 March 2024

	Note	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
<b>Income</b>		156,545	120,613
Cost of Income		(9,279)	(8,285)
<b>Gross Profit</b>		<u>147,266</u>	<u>112,328</u>
Administrative expenses		(138,040)	(138,666)
<b>Operating Surplus/ (Deficit)</b>	2	<u>9,226</u>	<u>(26,338)</u>
Reserves brought forward		59,044	85,382
<b>Reserves carried forward</b>	2	<u><u>68,270</u></u>	<u><u>59,044</u></u>

The notes form part of these financial statements

## Sonning Common Pre-School

### Balance Sheet 31 March 2024

	Note	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible Assets	4	4,882	5,827
<b>Current Assets</b>			
Debtors		-	-
Bank and cash balances		65,864	54,374
		<u>65,864</u>	<u>54,374</u>
<b>Creditors</b>			
Amounts falling due within one year	6	(2,261)	(940)
<b>Net Current Assets</b>		<u>63,603</u>	<u>53,434</u>
<b>NET ASSETS</b>		<u>68,485</u>	<u>59,261</u>
<b>Capital and reserves</b>			
Income and expenditure account	7	68,270	59,044
<b>TOTAL FUNDS</b>		<u>68,270</u>	<u>59,044</u>

The financial statements were approved by the Board of Trustees on 17th December 2024 and were signed on its behalf by

.....  
Nicola Panel - Treasurer

The notes form part of these financial statements

# Sonning Common Pre-School

## Statement of Cash Flows for the Year ended 31 March 2024

	2024 Unrestricted Funds £	2023 Unrestricted Funds £
<b>Cash flows from operating activities</b>		
Net incoming/ (outgoing) per SOFA	9,226	(26,338)
Less expenditure on fixed assets	-	-
Add back depreciation of fixed assets	944	1,036
Decrease / (Increase) in debtors	-	-
(Decrease) / Increase in creditors	1,321	(1,856)
<b>Total Incoming Resources</b>	<u>11,491</u>	<u>(27,158)</u>
Total cash as at 1 April 2023	54,375	81,532
<b>Total cash as at 31 March 2024</b>	<u><u>65,866</u></u>	<u><u>54,374</u></u>

The notes form part of these financial statements

# Sonning Common Pre-School

## Notes to the Financial Statements for the Year ended 31 March 2024

### 1 Accounting policies

#### 1.1 Basis of preparation

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts and with the Regulations' "true and fair view" provisions and the Charities SORP(FRS102).

#### 1.2 Income recognition

Pre school fees are recognised when they are paid and income from fundraising activities is recognised when received

#### 1.3 Expenditure recognition

Expenditure is accounted for on an accruals basis. Bank interest is accounted for when received.

#### Stocks

The Preschool holds no stock

#### Pensions

The charity has an auto-enrolment pension scheme

#### Tangible fixed assets

These are capitalised if they can be used for more than one year and cost at least £100. Assets are recorded at initial cost and depreciation is provided at the following annual rates in order to write off each asset over its

Property improvements	15 years
Computer Equipment	4 years

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable activities at the discretion of the trustees. To date the pre school has not received any restricted funds and all funds are used purely for the day to day running of the pre school

Restricted funds can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

### 2 Operating Profit

This is stated after charging:

Depreciation of owned fixed assets

	2024 £	2023 £
	944	1,036
	<u>944</u>	<u>1,036</u>

### 3 Staff Costs

Wages and Salaries

	103,997	107,800
	<u>103,997</u>	<u>107,800</u>

The average monthly number of employees during the year was as follows:

Pre School Staff

	<u>9</u>	<u>10</u>
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No employee received emoluments in excess of £60,000.



# Sonning Common Pre-School

## Notes to the Financial Statements - continued for the Year ended 31 March 2024

### 4 Tangible Fixed Assets

	Computer Equipment £	Property improvements £	Total Fixed Assets £
<b>Cost</b>			
At 1 April 2023	1,240	10,891	12,131
Additions	-	-	-
At 31 March 2024	<u>1,240</u>	<u>10,891</u>	<u>12,131</u>
<b>Depreciation</b>			
At 1 April 2023	1,022	5,283	6,305
Charge for the year	218	726	944
At 31 March 2024	<u>1,240</u>	<u>6,009</u>	<u>7,249</u>
<b>Net Book Value</b>			
At 31 March 2024	<u>-</u>	<u>4,882</u>	<u>4,882</u>
At 31 March 2023	<u>218</u>	<u>5,608</u>	<u>5,827</u>

### 5 Bank and cash balances

	2024 £	2023 £
CAF Current	17,624	7,363
CAF Fund Raising	8,028	7,661
CAF Liquidity Account	40,173	39,311
Petty Cash Tin	39	39
	<u>65,864</u>	<u>54,374</u>

### 6 Creditors: Amounts Falling Due within one year

Other taxes and social security costs	1,236	-
Other creditors - book keeping and year end accounts	714	678
Other creditors - net wages and pension	311	262
	<u>2,261</u>	<u>940</u>

### 7 Income and Expenditure

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
Income and Expenditure	59,044	156,545	(147,319)	68,270
Total Funds	<u>59,044</u>	<u>156,545</u>	<u>(147,319)</u>	<u>68,270</u>

# Sonning Common Pre-School

## Detailed Income and Expenditure Account for the Year ended 31 March 2024

	2024 £	2023 £
<b>Incoming Resources</b>		
<b>Income</b>		
Basic Fees	145,322	101,818
Additional Fees	6,699	14,328
Fund Raising	3,500	4,110
Bank Interest	1,024	357
Furlough Income	-	-
<b>Total Incoming resources</b>	<u>156,545</u>	<u>120,613</u>
	<u>156,545</u>	<u>120,613</u>
<b>Resources Expended</b>		
<b>Cost of Sales</b>		
Activities and Materials	3,289	4,085
Fundraising Costs	67	8
Kids Food	5,923	4,192
Consumables	-	-
	<u>9,279</u>	<u>8,285</u>
<b>Administrative Expenses</b>		
Employee Costs:		
Wages and Salaries	103,997	107,800
Pensions	1,763	1,907
Staff and Recruitment (CRB)	180	449
Staff training and welfare	76	927
	<u>106,016</u>	<u>111,083</u>
Premises Costs:		
General Premises, floor and painting	6,355	3,007
Rates	4,284	4,064
Light and heat	5,944	5,605
Cleaning	1,145	740
	<u>17,728</u>	<u>13,416</u>
General administrative expenses:		
Telephone and fax	717	1,055
Stationery and printing and post	7	40
Small Equipment	357	1,071
Subscriptions (Early years and PLA)	197	138
Forest School Costs	298	268
Bank charges	125	144
Insurance	4,647	3,943
New Office Equipment/ IT	2,973	2,513
Depreciation	944	1,036
Sundry Expenses	593	1,299
	<u>10,858</u>	<u>11,507</u>
Legal and Professional costs		
Accountancy fees	1,931	1,616
Payroll fees	1,151	991
Advertising and PR	356	53
	<u>3,438</u>	<u>2,660</u>
<b>Total Administrative Expenses</b>	<u>138,040</u>	<u>138,666</u>
<b>Total Resources Expended</b>	<u>147,319</u>	<u>146,951</u>
<b>Net Surplus/(Deficit)</b>	<u>9,226</u>	<u>(26,338)</u>

**Sonning Common Pre-School  
Charity  
Reports and Accounts**

**31 March 2024**

Radford & Sergeant Ltd  
40rty  
40 Caversham Road  
Reading  
RG1 7EB

# **Sonning Common Pre-School**

## **Contents of the Financial Statements for the Year ended 31 March 2024**

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# **Sonning Common Pre-School**

## **Trustees Report for the Year ended 31 March 2024**

The trustees present the report and accounts for the year ended 31 March 2024.

**Registered Charity number**    **1028702**

### **Principal address**

Grove Road  
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### **Principal activities**

The charity's principal activity during the year is a pre school for children.

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Nicola Panel	Treasurer - Appointed 01/09/2023
Joanne Lawson	Trustee - Appointed 22/07/22
Siobhan Wilkins	Secretary

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## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

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### **Charities Status**

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# **Sonning Common Pre-School**

## **Trustees Annual Report (continued) for the Year ended 31 March 2024**

### **OBJECTIVES AND ACTIVITIES**

To run a community preschool providing childcare for up to 30 hours per week.

Preschool open 9am - 3pm, Monday - Friday during school term time (38 weeks of the year.)

Parents can claim funded hours or pay for sessions themselves until their child becomes eligible for funding.

Wrap around care offered on term time days and holiday camps in the holidays.

### **ACHIEVEMENT AND PERFORMANCE**

Preschool provision for local children aged 2 - 5 prior to attending school.

### **FINANCIAL REVIEW**

Sufficient reserves kept to cover redundancy pay, in the event of permanent preschool closure.

Approved by order of the board of Trustees on 17th December 2024 and signed on its behalf by:

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Nicola Panel - Treasurer

# Sonning Common Pre-School

## Independent Examiner's Report to the Trustees of Sonning Common Pre-School

I report on the accounts of the pre-school for the year to 31 March 2024, which are set out on pages four to eight.

### Respective responsibilities of trustees and examiner

The pre school's trustees are responsible for the preparation of the accounts. The pre school's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Charities Act);
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Charities act; and
  - to prepare accounts which accord with the accounting records and 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 of the accounts to be reached

Kim Swain MA (Oxon) FCA  
Radford & Sergeant Ltd  
40rty  
40 Caversham Road  
Reading  
RG1 7EB

17th December 2024

## Sonning Common Pre-School

### Statement of Financial Activities for the Year ended 31 March 2024

	Note	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
<b>Income</b>		156,545	120,613
Cost of Income		(9,279)	(8,285)
<b>Gross Profit</b>		<u>147,266</u>	<u>112,328</u>
Administrative expenses		(138,040)	(138,666)
<b>Operating Surplus/ (Deficit)</b>	2	<u>9,226</u>	<u>(26,338)</u>
Reserves brought forward		59,044	85,382
<b>Reserves carried forward</b>	2	<u><u>68,270</u></u>	<u><u>59,044</u></u>

The notes form part of these financial statements



## Sonning Common Pre-School

### Balance Sheet 31 March 2024

	Note	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible Assets	4	4,882	5,827
<b>Current Assets</b>			
Debtors		-	-
Bank and cash balances		65,864	54,374
		<u>65,864</u>	<u>54,374</u>
<b>Creditors</b>			
Amounts falling due within one year	6	(2,261)	(940)
<b>Net Current Assets</b>		<u>63,603</u>	<u>53,434</u>
<b>NET ASSETS</b>		<u>68,485</u>	<u>59,261</u>
<b>Capital and reserves</b>			
Income and expenditure account	7	68,270	59,044
<b>TOTAL FUNDS</b>		<u>68,270</u>	<u>59,044</u>

The financial statements were approved by the Board of Trustees on 17th December 2024 and were signed on its behalf by

.....  
Nicola Panel - Treasurer

The notes form part of these financial statements

# Sonning Common Pre-School

## Statement of Cash Flows for the Year ended 31 March 2024

	<b>2024</b>	2023
	<b>Unrestricted</b>	Unrestricted
	<b>Funds</b>	Funds
	£	£
<b>Cash flows from operating activities</b>		
Net incoming/ (outgoing) per SOFA	9,226	(26,338)
Less expenditure on fixed assets	-	-
Add back depreciation of fixed assets	944	1,036
Decrease / (Increase) in debtors	-	-
(Decrease) / Increase in creditors	1,321	(1,856)
<b>Total Incoming Resources</b>	<b>11,491</b>	<b>(27,158)</b>
Total cash as at 1 April 2023	54,375	81,532
<b>Total cash as at 31 March 2024</b>	<b>65,866</b>	<b>54,374</b>

The notes form part of these financial statements

# Sonning Common Pre-School

## Notes to the Financial Statements for the Year ended 31 March 2024

### 1 Accounting policies

#### 1.1 Basis of preparation

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts and with the Regulations' "true and fair view" provisions and the Charities SORP(FRS102).

#### 1.2 Income recognition

Pre school fees are recognised when they are paid and income from fundraising activities is recognised when received

#### 1.3 Expenditure recognition

Expenditure is accounted for on an accruals basis. Bank interest is accounted for when received.

#### Stocks

The Preschool holds no stock

#### Pensions

The charity has an auto-enrolment pension scheme

#### Tangible fixed assets

These are capitalised if they can be used for more than one year and cost at least £100. Assets are recorded at initial cost and depreciation is provided at the following annual rates in order to write off each asset over its

Property improvements	15 years
Computer Equipment	4 years

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable activities at the discretion of the trustees. To date the pre school has not received any restricted funds and all funds are used purely for the day to day running of the pre school

Restricted funds can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

### 2 Operating Profit

This is stated after charging:

Depreciation of owned fixed assets

	2024 £	2023 £
	944	1,036
	<u>944</u>	<u>1,036</u>

### 3 Staff Costs

Wages and Salaries

	103,997	107,800
	<u>103,997</u>	<u>107,800</u>

The average monthly number of employees during the year was as follows:

Pre School Staff

	<u>9</u>	<u>10</u>
--	----------	-----------

No employee received emoluments in excess of £60,000.

# Sonning Common Pre-School

## Notes to the Financial Statements - continued for the Year ended 31 March 2024

### 4 Tangible Fixed Assets

	Computer Equipment £	Property improvements £	Total Fixed Assets £
<b>Cost</b>			
At 1 April 2023	1,240	10,891	12,131
Additions	-	-	-
At 31 March 2024	<u>1,240</u>	<u>10,891</u>	<u>12,131</u>
<b>Depreciation</b>			
At 1 April 2023	1,022	5,283	6,305
Charge for the year	218	726	944
At 31 March 2024	<u>1,240</u>	<u>6,009</u>	<u>7,249</u>
<b>Net Book Value</b>			
At 31 March 2024	<u>-</u>	<u>4,882</u>	<u>4,882</u>
At 31 March 2023	<u>218</u>	<u>5,608</u>	<u>5,827</u>

### 5 Bank and cash balances

	2024 £	2023 £
CAF Current	17,624	7,363
CAF Fund Raising	8,028	7,661
CAF Liquidity Account	40,173	39,311
Petty Cash Tin	39	39
	<u>65,864</u>	<u>54,374</u>

### 6 Creditors: Amounts Falling Due within one year

Other taxes and social security costs	1,236	-
Other creditors - book keeping and year end accounts	714	678
Other creditors - net wages and pension	311	262
	<u>2,261</u>	<u>940</u>

### 7 Income and Expenditure

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
Income and Expenditure	59,044	156,545	(147,319)	68,270
Total Funds	<u>59,044</u>	<u>156,545</u>	<u>(147,319)</u>	<u>68,270</u>

# Sonning Common Pre-School

## Detailed Income and Expenditure Account for the Year ended 31 March 2024

	2024 £	2023 £
<b>Incoming Resources</b>		
<b>Income</b>		
Basic Fees	145,322	101,818
Additional Fees	6,699	14,328
Fund Raising	3,500	4,110
Bank Interest	1,024	357
Furlough Income	-	-
<b>Total Incoming resources</b>	<u>156,545</u>	<u>120,613</u>
	<u>156,545</u>	<u>120,613</u>
<b>Resources Expended</b>		
<b>Cost of Sales</b>		
Activities and Materials	3,289	4,085
Fundraising Costs	67	8
Kids Food	5,923	4,192
Consumables	-	-
	<u>9,279</u>	<u>8,285</u>
<b>Administrative Expenses</b>		
Employee Costs:		
Wages and Salaries	103,997	107,800
Pensions	1,763	1,907
Staff and Recruitment (CRB)	180	449
Staff training and welfare	76	927
	<u>106,016</u>	<u>111,083</u>
Premises Costs:		
General Premises, floor and painting	6,355	3,007
Rates	4,284	4,064
Light and heat	5,944	5,605
Cleaning	1,145	740
	<u>17,728</u>	<u>13,416</u>
General administrative expenses:		
Telephone and fax	717	1,055
Stationery and printing and post	7	40
Small Equipment	357	1,071
Subscriptions (Early years and PLA)	197	138
Forest School Costs	298	268
Bank charges	125	144
Insurance	4,647	3,943
New Office Equipment/ IT	2,973	2,513
Depreciation	944	1,036
Sundry Expenses	593	1,299
	<u>10,858</u>	<u>11,507</u>
Legal and Professional costs		
Accountancy fees	1,931	1,616
Payroll fees	1,151	991
Advertising and PR	356	53
	<u>3,438</u>	<u>2,660</u>
<b>Total Administrative Expenses</b>	<u>138,040</u>	<u>138,666</u>
<b>Total Resources Expended</b>	<u>147,319</u>	<u>146,951</u>
<b>Net Surplus/(Deficit)</b>	<u>9,226</u>	<u>(26,338)</u>