

TIPTOE BUTTERFLIES PRE-SCHOOL

CHARITY NUMER: 1030390

ACCOUNTS AND REPORTS FOR THE YEAR  
1 AUGUST 2019 TO 31 JULY 2020

TIPTOE BUTTERFLIES PRE-SCHOOL

ACCOUNTS AND REPORTS FOR THE YEAR  
1 AUGUST 2019 TO 31 JULY 2020

INDEX

1 INDEPDENDENT EXAMINERS REPORT  
2-3 ANNUAL REPORT OF THE COMMITTEE  
CHARITY COMMISSION CC16A FORM

**Independent examiners report to the trustees of Tiptoe Butterflies.**

I report to the Trustees on my examination of the records of the accounts of Tiptoe Butterflies (the charity) for the year ended 31st July 2020

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the presentation of the charities accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independents examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in, any material respect:

- 1 . accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2 . the accounts do not accord with the records.
- 3 . the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities Accounts and Reports Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: 27-10-21

Name: Jon Dowdeswell

Relevant professional qualifications: F.M.A.A.T.

Address: Davis & Co. Accounts, Brinkley, Middle road, Tiptoe, Lymington, Hampshire, SO41 6FX

## INCOME AND EXPENDITURE ACCOUNT

ACCOUNTS AND REPORTS FOR THE YEAR  
1 AUGUST 2019 TO 31 JULY 2020

	£	£
INCOME		
Fees from parents	7,641.33	11,468.17
County council grant	60,762.35	37,964.79
Fund raising	461.05	462.50
Donations	350.00	330.50
Interest	10.53	11.67
Total receipts	<u>69,225.26</u>	<u>50,237.63</u>
EXPENDITURE		
Wages	45,056.24	49,849.87
Insurance	680.83	135.80
Consumables	889.04	846.43
Arts/craft materials	-	17.72
Phone	810.42	609.92
Toys	-	33.96
Equipment	153.60	437.71
Subscriptions	220.00	220.00
Postage, stationery and adverts	89.81	274.34
Hall hire	3,789.99	5,762.99
Uniforms	-	104.65
Sundries	57.80	388.33
Fundraising costs	54.78	108.91
Photographer	-	126.00
Training	-	151.20
Legal & administration	297.60	297.60
Accountancy	228.00	228.00
	<u>52,328.11</u>	<u>59,593.43</u>
Excess of income over expenditure	<u>16,897.15</u>	<u>(9,355.80)</u>

TIPTOE BUTTERFLIES PRE-SCHOOL

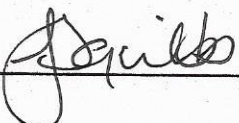
CHARITY NUMBER: 1030390

STATEMENT OF ASSETS & LIABILITIES

ACCOUNTS AND REPORTS FOR THE YEAR  
1 AUGUST 2019 TO 31 JULY 2020

	2020	2019
Office equipment	2,529.83	2,529.83
Current account	17,804.91	6,432.36
Savings account	10,235.54	4,713.96
Special needs account	0.60	0.60
Petty cash account	9.37	6.35
	<u>30,580.25</u>	<u>13,683.10</u>
Reserves	13,683.10	23,038.90
Profit & loss account	16,897.15	(9,355.80)
	<u>30,580.25</u>	<u>13,683.10</u>

Approved by the trustees on their behalf by JOANNE SQUIBB  
TREASURER

Trustee 

22/10/2021  
Date



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Tiptoe Butterflies School

No (if any)  
1030390

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/08/2019	To	Period end date 31/07/2020
------------------------	---------------------------------	----	-------------------------------

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees from Parents	7,641	-	-	7,641	11,468
County council grant	60,762	-	-	60,762	37,965
Fund raising	461	-	-	461	463
Donations	350	-	-	350	330
Interest	11	-	-	11	12
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>69,225</b>	<b>-</b>	<b>-</b>	<b>69,225</b>	<b>50,238</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>69,225</b>	<b>-</b>	<b>-</b>	<b>69,225</b>	<b>50,238</b>
<b>A3 Payments</b>					
Wages	45,056	-	-	45,056	49,850
Insurance	681	-	-	681	136
Consumables	889	-	-	889	898
Phone	810	-	-	810	610
Repairs	209	-	-	209	652
Subscriptions	220	-	-	220	220
Office	3,880	-	-	3,880	6,037
Sundries	57	-	-	57	388
Legal & professional	526	-	-	526	802
<b>Sub total</b>	<b>52,328</b>	<b>-</b>	<b>-</b>	<b>52,328</b>	<b>59,593</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>52,328</b>	<b>-</b>	<b>-</b>	<b>52,328</b>	<b>59,593</b>
<b>Net of receipts/(payments)</b>	<b>16,897</b>	<b>-</b>	<b>-</b>	<b>16,897</b>	<b>- 9,355</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>16,897</b>	<b>-</b>	<b>-</b>	<b>16,897</b>	<b>- 9,355</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current account	17,805	-	-
	Savings account	10,236	-	-
	Cash	10	-	-
	<b>Total cash funds</b>	<b>28,051</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>				
	Office equipment	2530	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>				
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	<i>J Squibb</i>	J Squibb	22/10/2021

## Chair's Report for the 2019/2020 Academic Year

The Tiptoe Butterflies Pre-school Annual General Meeting (AGM) is conducted in the November of each year in order to review the previous academic year and to welcome new parents to the pre-school and onto the Committee.

Tiptoe Butterflies continues to offer excellent provision of pre-school learning to the local community. The welcoming nature of the setting, the excellent range of activities and the flexibility in drop off and pick up times has been key to our success. Not to mention the fun and professional attitude of all the staff who make the pre-school such a success.

Tiptoe Butterflies also received a visit from Ofsted in May 2018. This was a very successful visit where the setting and staff achieved an excellent write up from Ofsted, the report was lovely to read and fully deserved, reflecting the excellent work they put in. The Ofsted report gave the setting a standard of Good. The work done by all the staff on a daily basis ensures we keep, retain and aim for the highest standards, and not just from Ofsted.

The Committee will always be an area of concern in terms of membership and representation from parents in general and in the fund raising, however, we are working hard to inform parents of the importance of our Committee and the ease at which it is to join.

This year has been unprecedented. The challenges faced by each and every one of us have been difficult to say the least. The difficult times are set to be with us for the near future too. On that note, the staff at Tiptoe Butterflies have been excellent, not only have they had their own lives to deal with, but the safety of the Pre-school, the children and each other to look after as well.

This year the staff deserve the biggest thank you, their efforts from the start, ongoing, and hopefully soon a finish, have been amazing. I cannot thank you all enough for your commitment, passion and care. You are all amazing.

Yours Sincerely

Dale Lawford

## Supervisors report 2020

A very different year at Butterflies this year. We have all faced some strange and uncertain times with Covid causing us to temporarily close in March and reopen on reduced hours in July. We then broke up for the summer and have since returned with almost all of our normal sessions except for those with lower numbers (Thursday afternoons and Friday lunch clubs) This is however common for this term as we start to build back up towards the end of this year and beginning of next.

Unfortunately another down side of Covid has been our inability to do any fundraising events this year that we normally do. We are currently looking into how we can get things moving again, possibly with a pumpkin disco within the session and how we can tweak our nativity performance so parents can still see it somehow.

The church have now recruited a new vicar called Anne. We have met several times and she is very keen to support the preschool which is fantastic.

Marlene has chosen not to continue with her voluntary hours at present as she feels uneasy being at the preschool in the current situation. She has popped in to visit us and we keep in contact with her too.

The preschool continues to be a busy and happy place where the children can socialise, learn and prepare for their next steps towards school. We have had to adapt quite a lot this year in the way we teach, welcome the children in, visits etc but the staff, children and parents have been hugely supportive and accommodating with the ever changing situation we find ourselves in. As always our aim at Butterflies is to welcome everyone into preschool safely and give them as much support as possible while they are within our care.

As we look forward to next year, welcoming our new starters and their families we hope that our new normal starts to feel a little less strange for everyone.

## Treasurers Report

### Treasurer's Report Year Ending 31 July 2020

Total Income for the year £69,225.26 Vs £50,237.63 **UP £18,987.63**

Total Outgoings for the year £52,328.11 Vs £59,593.43 **DOWN £7,265.32**

No creditors or debtors to report at this time.

---

In April the committee agreed to a pay rise in line with the increase in the national minimum wage. The NMW increases in April 2020 to £8.91 per hour which applies to the unqualified staff, this is a 2.2% pay rise. To ensure fairness, this level of rise was applied to all staff.

An increase in fees was also agreed. However, we remain competitive and a rise is necessary to ensure that all costs are met, namely wages, the fees also need to reflect the higher demand for childcare of 2 year olds which means a higher staff ratio.

We received a donation of £350.00 in February from a local councillor.

In March the Coronavirus pandemic hit the whole of the UK, resulting in the pre-school being closed until 15 June 2020. We were guided by the Government as to what we could do during this time, we put a stop to the hall hire, however, we continued to receive the Government funding which was positive. Due to the funding continuing to be paid we were, understandably, not eligible for the furlough scheme so staff were paid in full.

When we re-opened in June 2020 we kept it very simple, offered 2 mornings each week, Monday and Tuesday, with split start and drop off times, 9.15/9.30am to 12.15/12.30pm. These sessions were only offered to those children due to start school in September 2020. Due to keeping it simple we were able to successfully run on this basis until the end of the academic year.

Early Years Funding: The funding rate increased from £4.37 to £4.61 for 3 and 4 year olds and £5.20 for 2 year olds.

Number of Children on the register: As in previous years, we saw a steady increase of children over the academic year, although this was slightly different due to the pandemic. Non funded children increased which is a positive for fees coming in but this presented a challenge as more staff are required for children under 3, costs/ratios are constantly monitored.

Fundraising: Unfortunately, due to the pandemic fundraising was very limited. New fundraising ideas for 2020/2021 will be discussed by the Committee as a priority.

Due to the extensive staff cutbacks and changes to payments made during 2018/2019 the pre-school has continued to grow stronger. With continued teamwork and support the pre-school is proud to offer excellent facilities and care for the local community and is very well thought of.

We look forward to a brighter year ahead and getting back on track following the pandemic.