

REDBOURN PRE-SCHOOL

England & Wales · Charity number 1031610

Details

Other names	BUSY BEES PLAYGROUP, BUSY BEES PLAYGROUP (REDBOURN), BUSY BEES PLAYGROUP (REDBOURNE)
Status	Registered
Legal form	Other
Registered	1994-01-26
Register	View on the Charity Commission register

Contact

Address	c/o 26 West Common Redbourn Hertfordshire AL3 7DY
Phone	07809756223
Email	treasurer@redbournpreschool.co.uk
Website	www.redbournpreschool.co.uk

Activities

Objects: TO ENHANCE 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: The Pre-school provides a safe and happy environment in which children can learn and develop through play with the emphasis on fun.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£56	£5,533	-	-
2024-07-31	£1,046	£7,588	-	-
2023-07-31	£54,658	£83,392	-	-
2022-07-31	£85,262	£76,126	-	-
2021-07-31	£73,291	£71,507	-	-
2020-07-31	£58,570	£59,548	-	-

Trustees

Name	Role	Appointed
Katie Louise Graham		2021-10-21
Richard James Thomson		2021-10-21
Shirley Anne Hayman		2019-09-01

REDBOURN PRE-SCHOOL

England & Wales - Charity number 1031610

Accounts



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Redbourn Pre-School AGM 2022

Thursday 9 November 2023, 7.30pm, 26 West Common, Redbourn.

Present: Trustees

Shirley Hayman - Chair

Richard Thomson - Treasurer

Kate Graham - Secretary

1. Approval of Minutes

The minutes of the 2022 AGM were unanimously approved.

2. Health & safety and safeguarding

There were no incidents to report.

3. Chair's Report

The Pre-School continued to faithfully serve village children and a few from out of Redbourn during this, its final year.

Unfortunately the year had been plagued with many staffing issues and the Trustees found it challenging to maintain the correct amount of quality staff across the year.

However with support from DBS'd friends of the Pre-School, staffing was achieved. The Trustees thanks go to Rachel, Millie, Julie and Shirley who all helped Lorraine and Bianca to keep the Pre-School open during the summer term 23.

Thanks also must go to Kate who voluntarily supported the Trustees so expertly with many HR matters related to staffing.

Lorraine, Bianca and Joanna stayed loyal to the bitter end and they are due a big debt of gratitude from the Trustees and families.

Finally, thanks to Richard for so expertly monitoring and managing the Pre-School's finances and making the judgement call as to when and how to best close the setting's doors for the final time in July 23, having explored all possible options.

Despite all the challenges, the final cohort of children enjoyed all the typical activities across the school year and spent lots of fun times in the garden during the summer term. The fact that their Pre-School was closing at the end of the year, did not impinge upon their learning and experiences.

Lorraine collated the end of year reports for the families which she emailed to them through Tapestry, the online Learning Journal.

Although some parents were very sad that the Pre-School had to be closed down, (which they expressed at a face to face meeting that the Trustees held with the parent body), many recognised the predicament in which the Trustees found themselves and arrived at the same conclusion, accepting that



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there was no feasible way that the Pre-School could move forwards in to 2023/4 without amassing huge debts.

The Methodist Hall and garden had served the Pre-School well over the 2 plus decades of the Pre-School's existence and the Trustees ensured that everything was left clean and tidy when the hall and garden were handed back to the Church. A big thank you to the Methodist Church for the loan of their premises and for being so fair with the rental charges over the years.

The children have moved onto Redbourn School's Nursery in the main and the other few families had time to seek out alternative Pre-School provision in the new, day care facility in the village or in surrounding villages.

4. Treasurer's Report

The accounts for the last academic year have again been audited by Adam Clark, ACA. They will require approval by the Trustees this evening and the Examiner's Report will subsequently be filed with the Charity Commission in the usual way.

The accounts for the full year show a substantial deficit of £28,734.

The sharp and unexpected deterioration of the financial position during the year caused the Trustees to reflect on the ongoing viability of the Pre-School. Several factors combined to cause severe financial stress:

- Much lower pupil numbers, both during the period and projected for the following year.
- Herts County Council funding not rising in line with significant cost pressures elsewhere.
- Staff costs increased in line with National Minimum Wage legislation.
- Rent costs increased due to major energy price hikes.

Despite coming into the academic year with reserves of c.£40,000, the Trustees recognised that the month-on-month financial deficit could not be sustained over anything but the very short term.

The Trustees also took into account the need to look after staff financially, some of whom had been employed by the Pre-School for many years.

Provisional redundancy costs were calculated and considered in the context of the wider financial difficulties.

The Trustees sought independent advice from Herts County Council to determine the chances of long term viability; unfortunately no obvious solutions were identified. Very reluctantly, the Trustees unanimously agreed that the Pre School should close at the end of the academic year in order to give staff, pupils and parents/carers a degree of certainty. This eliminated the risk of having to close part way through an academic year.

An orderly wind-up of operations from a financial perspective was deemed to be of prime importance. The Pre-School sold a number of assets prior to closure which raised c.£2,000.



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Outstanding bills and redundancy obligations up to the period end were paid. Due to timing issues, some costs were necessarily carried into the next period beginning 1 August 2023.

As at the date of this AGM, remaining cash assets amount to £7,550 (liabilities - nil) which are to be distributed by the Trustees to other charitable causes connected with Redbourn village. Adam Clark has kindly agreed to perform a final audit once all assets have been paid away.

5. Approval of 2022/23 Accounts

The accounts have been audited by Adam Clark, ACA - unanimously approved by the Trustees.

6. Charity's future

Following the closure of the Pre-School in July, the Trustees unanimously voted to wind up the Charity after the distribution of the remaining financial assets.

The Trustees unanimously voted that sum of £7,550 will be allocated as follows: £5,000 to the Redbourn Community Group and £2,550 to Redbourn Methodist Church. This recognises the past generous financial support to the Pre School provided by both organisations.

The Charity's bank account will be closed and a final audit for the period 1 August 2023 to closure date will be completed by Adam Calrk, ACA.

Redbourn Pre-School

Income and Expenditure Account
For the year ended 31 July 2023

Description	2023	2022
	£	£
Income		
Fees	18,597	33,342
Grants and donations	33,625	49,898
Fundraising	2,331	2,013
Milk refund		
Sundries	0	0
Interest	105	10
	54,658	85,262
Expenditure		
Wages	66,412	62,722
Training	161	250
Equipment / Sundries	3,072	5,161
Rent	11,730	6,890
Milk		
Advertising	105	120
Insurance and DBS fees	1,141	564
Gifts	771	420
	83,392	76,126
Profit / (loss) for the period	(28,734)	9,136

Balance Sheet
As at 31 July 2023

Description	2023	2022
	£	£
Current assets		
Bank current account	1,948	10,660
Deposit account	10,038	29,899
Petty cash	32	195
Debtors		
	12,019	40,753
Current liabilities		
Creditors		
Net current assets/ (liabilities)	12,019	40,753
Reserves		
Balance brought forward	40,754	31,618
Profit / (loss) for the period	(28,734)	9,136
	12,020	40,754

The accounts were approved by the Committee on 9 November 2023

Richard Thomson
Treasurer (Trustee)

Shirley Anne Hayman
Chairperson (Trustee)



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Redbourn Pre-School

On accounts for the year
ended

31 July 2023

Charity no
(if any)

1031610

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2023.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent
examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

19 September 2023

Name:

Adam Clark

Relevant professional
qualification(s) or body
(if any):

ACA

Address:

Focus 31 West Wing, Cleveland Road, Hemel Hempstead, HP2 7BW

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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REDBOURN PRE-SCHOOL

England & Wales - Charity number 1031610

Accounts



Redbourn Pre-School AGM 2022
Thursday 6th October 2022, 7.30pm, The Cricketers

Present: Shirley Hayman, Richard Thomson, Lorraine Hobbs, Caroline Perry, Kelly Corrigan, Bianca Pantea and Joanna Morris
Apologies: Grace Fitzgerald and Kate Graham

1. Safeguarding

There were no incidents to report.

2. Health and safety

There were no incidents to report.

3. Fees increase

- The Church has put the rent up (as expected with rising energy costs, etc). It was agreed that fees need to increase from January 2023. JM to draft a letter informing parents (current and new joiners), SH to approve. To be sent ASAP
- New fees will be as follows: Early drop offs remain at £3.50, main session increases from £22 to £23, lunch club increases from £6.50 to £7.50

4. Committee Reports

- SH, RT and LH read out their reports. Each to send their reports via email to JM so she can upload to dropbox

5. Committee Members 2022/23

- SH, RT and KG have all kindly agreed to continue in their current roles. Proposals were as follows:
 - Shirley Hayman, Committee Chair – proposed by JM, seconded by RT
 - Richard Thomson, Treasurer – proposed by SH, seconded by LH
 - Kate Graham, Secretary and Fundraising – proposed by SH, seconded by CP

6. Pupil numbers

Jan 2023:

Mon - 16

Tues - 20

Weds - 22

Thurs - 13

Fri - 9

7. Finances

See Treasurer's report



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8. Fundraising/Committee Members

- Kate is happy to continue in her role. LH will speak to the new parent who expressed an interest in joining the fundraising committee.
- We still need more people to join the committee.
- Ideas are needed for fundraising ideas in the lead up to Christmas. Suggestions so far are a Christmas concert and a Christmas disco
- SH and JM to discuss the possibility of running a coffee morning at the Church to encourage more parents to join the committee

9. Staffing

- SH thanked CP for her years of service and wished her the best for the future.
- At least two new members of staff are needed; JM to begin recruiting process



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RPS Treasurer's Report – October 2022

Accounts for the year ended 31 July 2022

The accounts for the last academic year have again been audited by Adam Clark, ACA. They will require approval by the Trustees this evening and the Examiner's Report will subsequently be filed, in the usual way, with the Charity Commission by 31 May 2023.

The accounts show a surplus of £9,136 resulting from several factors: pupil numbers were higher and Herts County Council funding increased accordingly. Costs were carefully controlled given the uncertain economic backdrop. The timing of some invoice payments benefitted the headline 'profit' figure to some degree.

Contributions from fundraising activities held up well and I would like to express my thanks to parents and staff for their enthusiasm and commitment.

Staff costs rose to accommodate changes to National Minimum Wage legislation. We always aim to be good employers with appropriate remuneration rates, recognising that we operate in a very competitive marketplace for talented staff.

Fees

The fee structure is under constant review, especially in these difficult times. We have notified parents/carers of a significant forthcoming fee increase due largely to higher rent costs which reflect the huge energy bill increases to the Methodist Church. We do however appreciate that the Methodist Church gives us preferential rates compared with other 'occasional' users of their premises.

We believe our fee levels remain very competitive compared with other pre schools in the area.

Challenges

As in previous years, the main challenge faced is to maintain and increase pupil numbers by promoting the school as best we can. We need to successfully balance staffing costs vs. the ability to take on new pupils at relatively short notice.

Managing these Challenges

We have ample funds in reserve, built up over several years. However, we have a difficult year ahead and this is where past prudence is rewarded, with a cushion to stabilise our position.

Some higher costs can be absorbed but complacency must be avoided. Efficient management of the pre school is, as always, a top priority and I am confident that we can weather the current economic storm and continue to provide a first class learning experience for our pupils who, after all, are the reason we do this.

Redbourn Pre-School

Income and Expenditure Account
For the year ended 31 July 2022

Description	2022	2021	2020	2019	2018	2017
	£	£	£	£	£	£
Income						
Fees	33,342	31,750	26,060	26,648	34,023	27,696
Grants and donations	49,898	39,589	31,700	35,739	36,043	35,131
Fundraising	2,013	1,950	639	2,835	2,212	2,871
Milk refund						
Sundries	0	0	0	0	0	78
Interest	10	3	170	119	74	33
	85,262	73,291	58,570	65,341	72,352	65,809
Expenditure						
Wages	62,722	57,593	47,080	57,734	54,568	47,392
Training	250	320	293	344	403	36
Equipment / Sundries	5,161	3,917	3,368	6,218	3,677	1,949
Rent	6,890	8,483	7,678	6,308	8,729	7,203
Milk						
Advertising	120	105	0	210	0	150
Insurance and DBS fees	564	994	929	889	779	1,031
Gifts	420	97	200	168	29	112
	76,126	71,507	59,548	71,871	68,185	57,873
Profit / (loss) for the period	9,136	1,784	(979)	(6,530)	4,167	7,936

Balance Sheet
As at 31 July 2022

Description	2022	2021	2020	2019	2018	2017
	£	£	£	£	£	£
Current assets						
Bank current account	10,660	1,117	1,110	10,406	17,009	29,201
Deposit account	29,899	30,389	28,636	20,317	20,197	10,123
Petty cash	195	112	87	89	136	223
Debtors						
	40,753	31,618	29,833	30,812	37,342	39,547
Current liabilities						
Creditors						(6,372)
Net current assets/ (liabilities)	40,753	31,618	29,833	30,812.00	37,342	33,175
Reserves						
Balance brought forward	31,618	29,833	30,812	37,342	33,175	25,239
Profit / (loss) for the period	9,136	1,784	(979)	(6,530)	4,167	7,936
	40,754	31,618	29,833	30,812.00	37,342	33,175



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Redbourn Pre-School

**On accounts for the year
ended**

31 July 2022

**Charity no
(if any)**

1031610

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2022.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

**Independent
examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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:

28 September 2022

Name:

Adam Clark

**Relevant professional
qualification(s) or body
(if any):**

ACA

Address:

Focus 31 West Wing, Cleveland Road, Hemel Hempstead, HP2 7BW

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Section B

Disclosure

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Give here brief details of any items that the examiner wishes to disclose.

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REDBOURN PRE-SCHOOL

England & Wales - Charity number 1031610

Accounts



Redbourn Methodist Church Hall, North Common,
Redbourn, Herts. AL37BU

Annual General Meeting

21 October 2021

Minutes

1) Apologies and Attendance

The following were in attendance:

Shirley Hayman, Lorraine Hobbs, Kelly Corrigan, Bianca [Pantea](#), Caroline Perry, Jen Henderson, Richard [Thomson](#), Jeanette Burden.

Michelle Morley, Jo Minchin, Susie, Kate [Graham](#). Joanna Morris via zoom.

2) Chair's report

Shirley tabled her report as [Chairperson](#), which is attached as an Appendix to these minutes. See Appendix A.

3) Treasurer's report

Jeanette tabled her report as treasurer and discussed the financial results for the year. The report is attached as Appendix B.

[The accounts were unanimously approved by the Committee.](#)

4) Leader's report

Lorraine tabled her report as Pre-school Leader, which is attached as Appendix C to these minutes.

5) Minutes from last year's AGM.

Minutes from last year's AGM were signed off as a true and accurate record.

6) Election of Committee for 2021/2022

Chairperson

Shirley agreed to continue as Chairperson.

Treasurer

Jeanette Burden asked to step down as [Treasurer](#). Richard [Thomson](#) elected as the new [Treasurer and a Trustee](#).

Secretary

Kate [Graham](#) elected as [Secretary and a Trustee](#).

Fundraising

Jo Minchin elected as fundraising lead. Kate and Susie will assist lead.

7) General items for discussion

Pupil numbers

Here are the termly numbers (Aut, Spr, Sum)

Monday - 19, 23, 24
Tuesday - 20, 25, 25
Wednesday - 19, 26, 26
Thursday - 23, 26, 25
Friday - 17, 21, 21

Staffing

Bianca Pantea appointed as the new pre-school practitioner. Francesca Warren has resigned, and Joanna advertised for a new practitioner.

Fundraising ideas

Kate to speak to Colin - mention the preschool for a quiz night fundraising.

AOB

Keeping up our profile – Shirley to speak to Lorraine re looking into taking over the preschool Facebook page. Jeanette suggested perhaps speaking to the church about having a permanent 'Redbourn Preschool' sign outside the church.

10) Next Committee meeting – TBC

APPENDICES

Appendix A

Chairs AGM Report 22nd October 2021

Welcome to everyone and thank you for coming to the AGM for Redbourn Pre-School. This is my first Chair's Report having taken over from Alex Colville this time last year.

We have had our committee meetings via Zoom this past year and this is in fact our first, face-to-face meeting for this year. Thank you to Joanna for arranging the venue.

We have inevitably seen lots of changes over the last year.

Staffing

In terms of staffing; Eli the former Deputy Leader chose not to return after her maternity leave. Kelly has now, with Lorraine's support, stepped up to the role of Deputy and we wish her all the best as she fulfills this important role.

After an impressive interview and references, Bianca joined the team as the new practitioner we needed, to help us maintain ratios with the increased demand for places as we came out of lock downs. I would like to welcome Bianca and say that I am delighted with the feedback I have had from the team so far, about how well she is fitting in and about the new ideas she is bringing to the Pre-School.

Francesca has now officially resigned feeling that she is not able to work in this sector currently for personal reasons. I would like to thank Francesca for her work in the Pre-School.

My thanks and congratulations go to Lorraine, Kelly, Caroline and Jen who have continued to support the children and keep the Pre-School physically open and running over the past year.

I also want to thank Joanna our administrator for her ability to work effectively and sensitively on the wide range of tasks and responsibilities she has been given over this year.

I would like us to develop a closer and more open relationship with our landlords; The Methodist Church during 2021/22 and urge all staff and trustees to seek to play their part in this.

Finally, we are all indebted to Jeanette for her work as the Treasurer over the last few years. She has certainly helped the Pre-School to get through covid and been a sounding board for me and Joanna. She has given of her time to help in matters far wider than that of the official treasurer role. Let it be recorded in this report that the Pre-School is indebted to her for her wide knowledge and skills.

Covid 19

The Pre-School has emerged from Covid restrictions relatively unscathed. The numbers of applications for places remains healthy. We must focus on keeping up our presence in the village through advertising, word of mouth and activities where families are involved. The Pre-School has benefited from additional financial support from parents in the form of an Amazon Wish List, notably providing additional PPE resources to cope with the pandemic, as well as art and craft materials.

The parents were also invited to make financial donations across the past year whilst opportunities for fundraising were minimal. As Chair, I plan to invite parents to continue to make donations in the coming year, and I'd like to thank all those of you that supported us in this way last academic year.

Complaints

We had one complaint this year in which I became involved. All the documentation has been carefully recorded and stored. The matter is now resolved.

Tapestry

I am delighted to report that the Pre-School is now making use of an online learning journal. This enables the staff to send observations, photos, videos and messages to the parents and carers about the children's days in Pre-School. There were some initial set up costs and there will be an ongoing subscription charge, but Lorraine has managed the introduction of this tool well, researching various costings before committing to anything.

Well done to Lorraine, and I hope the staff will make good use of this tool. There is also a revised EYFS framework which has become statutory this academic year and Lorraine and Kelly are researching and leading the staff team to deliver the care and education in accordance with this framework.

Training opportunities for the staff team are vital in order to increase further the quality of education and to keep the staff motivated and fresh.

New Committee

We need to propose and second the members of this coming year's committee.

Chair- Shirley Hayman to continue unless anyone else wishes to stand for this role.

Treasurer - Richard Thompson, proposed by Shirley Hayman

Secretary - tbc

Sadly, the parent fundraising committee were not able to run our normal fundraising initiatives -due to Covid restrictions. This is a situation we would very much like to and indeed need to change for this

coming year 2021/22.

As a charity, we rely on raising money to enhance our offering for the children and the parent-led fundraising committee is a key part of this. We are desperately seeking new volunteers to help organise events and suggest ways in which we can raise funds. This is vital in order to keep our fees as reasonable as they are. If you think you can help with this please speak to Lorraine, myself or Joanna.

We start this new academic year with encouraging numbers of pupils wanting spaces as well as the need for another practitioner to meet these growing numbers. We also need a new secretary to the committee.

I sincerely hope that we will all be able to work well together to keep the children safe, happy and learning. Our focus needs to be to encourage the current parent body to be interested in and indeed involved in fun activities to support and promote the village Pre-School and- for the staff team to feel both fulfilled and motivated in their roles.

Shirley-Anne Hayman.

Chair.

Appendix B

Treasurers Report

Accounts for the Year ended 31st July 2021

The Accounts for the last academic year have now been audited by Adam Clark. They will need approval by the committee and should be filed with the Charity Commission by 31 May 2022.

The accounts show a surplus of £1784, which is mainly due to the generosity of parents and one-of donations.

Fundraising activities have been purely in house this year, organised by the staff, as access to the school has been restricted due to covid guidelines. £1950 has been raised, an increase £1311 over last year which is a tribute to the efforts and ingenuity of the staff. Money has been raised by the sale of Mugs, Christmas cards, photographs, and uniform in addition to monies raised from the disposal of used clothing and textiles.

Due to maternity leave and increasing pupil numbers we employed an additional member of staff to provide cover which enabled the preschool to accommodate increased pupil numbers. All staff were fully paid during the furlough period and as a result, salary increases have been delayed until later this year.

2021-2022

FEES

The fee structure is now under constant review to cover increases in the minimum wage and any increases in the rent payable under the terms our lease. Fees will be increased to a level very much in line with other preschools in the area.

Challenges

As in previous years, the main challenge faced is to maintain and increase pupil numbers by promoting the school at every opportunity. Expenditure must be kept inline with income to maintain the reserve position.

Managing these Challenges

The Preschool has ample funds in reserve and coupled with effective management of staff and other costs the low number of pupils in the early stages of each academic year, should not pose a problem.

This does not call for complacency, the preschool should be run in an efficient manner and funds need to be raised in order to improve and update the equipment and the level of service offered and every opportunity should be taken to raise the schools profile within the community in the coming year.

Appendix C

Managers report September 2020 – September 2021

We returned on September 3rd and welcomed lots of new children. We have covered a variety of topics over the year including This is me, transport, Autumn and animals to name a few.

We put on a Christmas concert in December which we recorded and sent to our parents and had a visit from Santa plus a Christmas party which was enjoyed by all. The children made Christmas cards and tea towels to raise money for the preschool.

Eli decided she would not be returning after her maternity leave, we wish her well for the future and Kelly became our permanent Deputy.

The staff have continued throughout the year to complete many noodle courses to support their professional development.

I have completed Senco clusters and courses that Herts for learning have delivered on the New EYFS , Tapestry and improving outcomes for children and emotional wellbeing and behaviour. Kelly has also attended improving outcomes and emotional wellbeing and behaviour.

We made portraits of the children to put on mugs which proved very popular.

The children enjoyed taking part in our sponsored sports day and again we recorded it for our parents to watch. We raised over £1,000 which we were thrilled with.

We had a group photo taken at the end of term for the parents to buy and we took part in bags for schools to raise money.

We welcomed Bianca to the team in September 2021 and she is proving to be a great asset to the preschool.

We said goodbye to Francesca in July and would like to wish her well in the future.

In September we began using tapestry an online learning programme which the parents have given positive feedback.

I would like to take this opportunity to thank all the staff for all their hard work over the past year, it is lovely to have such a great team. I would also like to thank the committee particularly Shirley for her continued support to the preschool.

Lorraine

Redbourn Pre-School

Income and Expenditure Account
For the year ended 31 July 2021

Description	2021	2020
	£	£
Income		
Fees	31,750	26,060
Grants and donations	39,589	31,700
Fundraising	1,950	639
Milk refund		
Sundries	0	0
Interest	3	170
	73,291	58,570
Expenditure		
Wages	57,593	47,080
Training	320	293
Equipment / Sundries	3,917	3,368
Rent	8,483	7,678
Milk		
Advertising	105	0
Insurance and DBS fees	994	929
Gifts	97	200
	71,507	59,548
Profit / (loss) for the period	1,784	(979)

Balance Sheet
As at 31 July 2021

Description	2021	2020
	£	£
Current assets		
Bank current account	1117	1110
Deposit account	30389	28636
Petty cash	111	87
Debtors		
	31,617	29,833
Current liabilities		
Creditors		
Net current assets/ (liabilities)	31,617	29,833
Reserves		
Balance brought forward	29,833	30,812
Profit / (loss) for the period	1,784	(979)
	31,618	29,833

The accounts were approved by the Committee on:
21 October 2021

Richard Thomson
Treasurer (Trustee)

Shirley Anne Hayman
Chairperson (Trustee)

REDBOURN PRE-SCHOOL

England & Wales - Charity number 1031610

Accounts

Chair's AGM Report September 30th 2020

Thank you to everyone for joining this year's AGM. I am sorry that it is on Zoom and not in person - it's a real shame, but hopefully the meetings at the Cricketers will resume soon as it's so much nicer to meet in person.

The past year has been a real tough one for many reasons, but although we have been faced with many uncertainties, we have also seen what a strong and supportive team we have at Redbourn pre-school. I speak as chair, but also as a parent, when I say how happy and impressed I was with how smoothly the day to day running of the pre-school continued once we were able to open again. I also know from speaking with other parents how happy the children were to be back after lockdown.

The academic year had a great start in September, our register was looking healthy and the previous year had been a strong fundraising year. Caroline and Jen completed their level 3 qualifications, again – congratulations to them. Excitingly, Eli announced she was pregnant. We had a fabulous Christmas concert, where the children performed in their gorgeous costumes and the committee served teas and coffees and ran a raffle. We also had an incredibly generous prize of a gas fire donated by Shirley's family, which was a big boost to our fundraising efforts. Eli commenced her maternity leave from February half-term, and she welcomed baby Sydney shortly after, and we then welcomed Francesca to the team and Kelly to acting deputy manager.

We returned shortly after half term to the start of the unrest, with increasingly worrying daily updates from the government on the Coronavirus, and then in March we were forced to close our doors temporarily. Whilst we were closed, we were sorry to lose Fiona Burton, our administrator. Joanna has since started, and although it wasn't the easiest of handovers due to us still being in lockdown, Joanna has been brilliant at working it all out and continues to be as real asset to the pre-school.

I am so grateful for the support of my committee team throughout the year, but in particular whilst we were closed. We were having nearly daily email conversations to ensure we had a pre-school once we were allowed to reopen. I am so proud that we did not have to make any redundancies or furlough anyone, and it's thanks to Jeanette our treasurer and Shirley my co-chair that this was handled so expertly. We had many talks on how to handle fees whilst we were closed and it was decided that fortunately due to fees received from government-funded children we were able not to charge any of the parents a fee during lockdown, while continuing to pay our staff their full wages.

We were also incredibly lucky that the Methodist church very kindly waived rent whilst we were closed. Having spoken to Rev Stuart, he is keen to build on the relationship between the Methodist church and the pre-school, they have been a great support to us.

As expected, fund-raising has had to take a bit of a back seat this year, which was a great shame. Obviously, the money that we raise is vital to the running of the pre-school, but I also think the opportunity to socialise and work as a team was really missed, not to mention the fun

that the children normally have at our annual Summer fun day. However, we are fortunate enough to have secured a grant from Redbourn Parish Council, which means we are able to go ahead and purchase some equipment for the garden, including a mud kitchen and a three way easel.

I must take this opportunity to thank a number of people for their commitment and hard work during the past year. Firstly, high praise must be given to Lorraine, who managed the ever-changing situation with confidence, even when there was little for us to go on. We went through every option there was to ensure we could re-open safely – with the children and staff's safety at the forefront. Having spoken with the staff at the appraisals it was agreed just how well she had handled the situation, so huge thanks to you Lorraine.

To the rest of the team, your continuous commitment, especially previous to lockdown, at a time of great uncertainty, enabling the pre-school to stay open until we were forced to close. I can't even think of the amount of cleaning you are all having to do however your hard work to make sure the pre-school is a fun but safe place is very much appreciated, you just need to look at how happy the children are to see this.

On the committee side, thank you so much for all your hard work to Louise and Vanessa, who are also stepping down this year from their secretary and fundraising roles, and welcome to Helen who is stepping in as secretary and Leanne and Samantha in fundraising. We also welcome Laura to the committee too – your support is greatly appreciated – thank you all.

And finally thank you to Shirley for stepping up to the chair role and Jeanette for continuing her treasurer role – we would be lost without you two, and I feel stepping down, as chair, that the pre-school is in very secure hands.

Who knows what the next year has in store for us. I just hope we can keep the children all in their settings, as it feels like they missed out on so much last year. Whatever happens we have a great team and I am sure we are ready to meet whatever challenges lie ahead.

Thanks again for joining the AGM, your support is greatly appreciated.

Redbourn Pre-School**Income and Expenditure Account
For the year ended 31 July 2020**

	2020	2019
	£	£
Income		
Fees	26,060	26,648
Grants and donations (1)	31,700	35,739
Fundraising	639	2,835
Milk refund		
Sundries	0	0
Interest	170	119
	58,570	65,341
Expenditure		
Wages	47,080	57,734
Training	293	344
Equipment / Sundries	3,368	6,218
Rent	7,678	6,308
Milk		
Advertising	0	210
Insurance and DBS fees	929	889
Gifts	200	168
	59,548	71,871
Profit / (loss) for the period	(979)	(6,530)

**Balance Sheet
As at 31 July 2020**

	2020	2019
	£	£
Current assets		
Bank current account	1110	10,406
Deposit account	28636	20,317
Petty cash	87	89
Debtors		
	29,833	30,812
Current liabilities		
Creditors		
Net current assets/ (liabilities)	29,833	30,812
Reserves (2)		
Balance brought forward	30,812	37,342
Profit / (loss) for the period	(979)	(6,530)
	29,833	30,812

Approved by the Committee on 30th September 2020

Jeanette A Burden

Treasurer (Trustee)



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Redbourn Pre-School

**On accounts for the year
ended**

31 July 2020 **Charity no
(if any)** 1031610

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2020.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

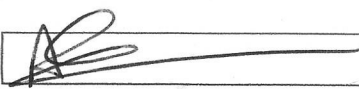
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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: 22 September 2020

Name: Adam Clark

**Relevant professional
qualification(s) or body
(if any):**

ACA

Address: HWB, Cleveland Road, Hemel Hempstead, HP2 7BW

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern
guidance for examiners.

**Give here brief details of
any items that the
examiner wishes to**

[Empty rectangular box for providing details of items of concern]