



Nurture | Encourage | Support | Transition

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www.redbournpreschool.co.uk

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



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.