

ST MICHAELS PLAYGROUP

England & Wales · Charity number 1032123

Details

Other names ST MICHAEL'S PRE-SCHOOL PLAYGROUP

Status Registered

Legal form Other

Registered 1994-01-27

Register [View on the Charity Commission register](#)

Contact

Address Carpenters Cottage
Enham Place
Newbury Road
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Website www.stmichaelspreschool.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: St. Michaels Pre-school Playgroup are involved with the early years care and education of children between the ages of 2 years 9 months and 5 years.

Classification

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

Geography

- Hampshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£126,333	£104,886	-	-
2024-03-31	£128,287	£130,049	-	-
2023-03-31	£127,405	£151,436	-	-
2022-03-31	£146,431	£137,970	-	-
2021-03-31	£118,445	£121,892	-	-

Trustees

Name	Role	Appointed
Cameron James Cunningham	Chair	2026-03-04
Caitlin Stephanie Annetts		2021-11-10

ST MICHAELS PLAYGROUP

England & Wales - Charity number 1032123

Accounts

St Michaels Preschool AGM 2026 – Minutes

Wednesday 21st January 2026

- **Welcome greeting to the room, fire evacuation noted.**
- **Purpose:** The purpose of the AGM is to review the past year for the Preschool, discuss future plans, and elect new committee members. We moved the AGM from October 2025 to now as we weren't open when the AGM was originally due to be held.
- **Apologies:** N/A
- **Attendance record attached at the end. Please can I ask you to sign the register if you haven't already. (pass it around)**

Manager's Report

Last year was challenging and I am very grateful to the committee, Courtney, Jo, Cat and Debbie, for their time and effort, without which we would not be here now.

September started well, we had 16 returning children and another 9 started, bringing on roll to 25 Children. We were in St Michael's Church Hall for our first year, having moved back from St Andrew's during the summer, there was some adjusting to do, but the team felt positive and were enjoying the new space. I wish to thank the team, as we had had a couple of very stressful years and they continued to show up and work, making the best of each change that was thrown at us. We also welcomed Hannah to the team, and she fit in well and was a welcome addition to the St Michael's family.

The parochial council for St Mary's parish requested a financial audit from us and promised to be working with us to ensure the future of the preschool. We submitted the projections for the coming years and our previous two years audits, which were accepted as viable. All of this was also happening with a new committee, that had taken over at the October AGM, Aaron and Steve had stayed on the committee to support but both wanted to step away after two years of service.

In October I was invited to join a county project on supporting children in Early years settings with sensory, emotional and behavioural needs. This was a year long project that involved schools and early years settings from across the Test Valley area. We were able to share ideas, network with professionals such as Occupational Therapists, Speech and Language therapists and Early Years Lead Practitioners. This was a very welcomed invitation as we had a third of our Cohort on our SEND register.

We said goodbye to Michele in the November. It was a hard decision for her to leave the preschool, and we knew we would miss her and the wealth of knowledge and compassion

she brought to the role of Key person. We started the recruitment process to replace her for the Spring term.

Our nativity performance was held in the church at the beginning of December and as the new committee members first fundraiser it was successful. Debbie and Cat, long-standing committee members were there to support with the organisation, and it was lovely to have parents back on the committee again, working together to keep your preschool running.

Two weeks before the end of the Christmas term we received a letter from the parochial council giving us notice on the building for the end of August 2025. This came as a shock, as we had been led to believe that we would have a year to operate from the

church hall and that the situation would be reviewed at the end of the academic year. The committee made the decision not to tell parents or staff before the Christmas break, so that all could enjoy their holidays, but we all started the process of finding a new home.

We saw the year out with our Christmas party and welcomed the amazing Major magic back in to do a show for the children, along with a visit from Santa (thank you to Ann-Marie and her Husband Steve for this connection to the Big Man).

2025 started with the committee holding an emergency meeting for parents to explain the situation of our eviction. Cllr Iris Anderson and Cllr Phil North were also at the meeting. Services for Young Children were also involved, trying to support us to find a new home. We came away with lots of ideas and knowing that the parents were in support of our move and wanted us to stay open.

Our spring term was still filled with uncertainty about where St Michael's would be running from. We were also struggling to recruit a replacement for Michele, as the future of the preschool was uncertain. The decision was made at the end of January that Amina, one of our fantastic volunteers would be offered the position of General Assistant, taking on the responsibility of snack, covering staff lunches and being that extra pair of eyes and ears in the playroom. This freed the key staff up to work with the children more directly and with the high number of SEND children, Helen was in high demand for interventions, form filling and paperwork completion.

During the spring term Cllr North had put the preschool in touch with Kevin Hodder from Aster, working on the Enham Trust site. There were lots of meetings and considerations. Mostly the distance that a move to Enham would be, though only an 8-minute drive from St Michael's Church, it was not our catchment area. It meant leaving a lot of our families, many who still popped in years after their children left, to say "Hi". In the end the decision was easy, Enham Trust were offering us a new home, they were offering us to become part of a community and as a charity themselves, they were concerned about the families we serve, the community we support and continuing these services, rather than profit or monetary gains.

So, we ran our last Teddy bears Picnic at the end of the spring term, it was a sweet but sad event, knowing we were fundraising for a move and starting to do our 'lasts' at St Michael's Church.

The summer term is always an emotional time; we were busy preparing transitions and supporting 20 children and families with their move to school. We were also saying goodbye to our home over 40 years. In June we announced to the wider community that we would be moving to Enham and used our Summer Family fun day, as an opportunity to say goodbye to St Michael's Church. We invited old employees, committee members and families to send in memories and join us on the day to celebrate all that had been achieved in the past 40 years. It was lovely to see so many people turn up on the day and share their memories, some from 20 years past. It was heart warming to know we are so loved as a setting.

I also completed the County project at the end of June. It was a valuable experience, that brought much support to the children in our care, taught some new skills and reassured us that our practice with children with SEND was not only good but outstanding. That what we do on a day-to-day basis to support the children and families, not only benefits those with SEND but all the children in our care and that my staff are amazing at their jobs. I am proud of every one of them.

We took 16 children to St Harold Hillier's Gardens, near Romsey, for our leaver's trip at the end of the summer term. We had a fantastic day pond dipping, picnicking, playing in the park and exploring the different plants and flowers. The children were amazing, and the weather was very kind, it was a lovely end to the year and saying goodbye to the families was, as always, hard, but it also fills us with such pride, to see the children go of, so much more resilient, independent and ready for the world.

We said Good-bye to Jo, who had decided that the move to Enham was not for her, but are grateful that she has decided to stay on as Bank staff. We also said Good-bye to Amina, wishing her all the luck in her carer in Early years, and hope that the start we were able to give her will put her in good stead for the future. There was also a very sad Good-bye to Danielle, who had been volunteering at St Michael's for 16 years. It was an emotional farewell on her last Tuesday.

Helen has settled well into the role of SENCo and flourished. I feel that our children are in safe hands and know that I have never had such a caring and diligent SENCo before. I also want to thank Helen for her support as my deputy. Nagging me, reminding me and always being an ear to listen when things get to much.

Ann-Marie as our longest standing staff member was shocked to realise she is also now (if only by a few years) our oldest staff member. Saying Goodbye to St Michael's was probably the most difficult for you, but your dedication to the preschool has always been evident and your commitment to the children and making sure you know the most recent practise, the best skills for a particular child's needs or just a way to comfort an individual are a credit to you and make you an invaluable team member.

Abi has continued to grow in her practise and her confidence. I am proud to have seen you develop into a fully fledge Practitioner, with skills that just a year ago you thought were beyond you. You took a challenging cohort of key children and not only built strong bonds with them and their families, but prepared them for transition to school, giving them skills to regulate and advocate for themselves.

Hannah's first year in Early Years was eventful and probably could be described as a baptism of fire. Not only did you survive, but you excelled. You are now 6 months into your Level 3 course, and we know that you are learning everyday and putting into

practise the skills you are developing. You also bring a natural caring side to the position. We also want to thank you for your connections and organising skills, as the Christmas party and fundraiser was all yours and was an amazing success!

And with the end of the 2024-25 academic year, so came the end of our time at St Michael's Church. We were looking forward to the move, if not the moving and were hopeful that the changes would be amazing and bring a new lease of life to our little setting. Courtney had started the process with OFSTED, we were on the way to signing contracts with Aster and the move date was all booked in. We knew our 12 children we were taking to Enham with us would be a small start and that the finances would be tight, but we had planned and put back-ups in place. And we decided not to recruit immediately as numbers would be low initially, as we established ourselves in Enham. What we did not consider was OFSTEDs inability to process paperwork, keep track of a settings account or even communicate in a succinct and efficient way.

We officially opened on October 20th, 2025, after Rt Hr Kit Malthouse got involved in our situation and made OFSTED pull their finger out. But we had lost a third of our children, reducing us to 5 children, and 4 new starters.

So once again we have found ourselves in a position where staff have had to reduce hours and consequentially take a reduction in wages. They have done this graciously, concerned for the preschool and the children and families we serve. We all want St Michael's to succeed and be here, in Enham, in 40 years' time. We want you to bring your grandchildren to us and we want our ethos and care to be the starting point for a glorious future, though we know this is not as easy as we had hoped and will need to be fought for. We are willing to do it and just need the continued support of you the families, through promoting us, supporting our events and standing up tonight and joining the committee.

Treasurer's Report

I have taken over Treasurer this year, after Steve left the role earlier this year due to us not being able to fill his position. I have tried to do my best with no experience. I would like to extend my thanks to the current committee members for their help and support with this.

Report

We have had to dip into the ISA to cover staff wages and the Aster deposit which means it now stands at £6,364.29 to date. And £2,944.97

Funded hours are still our main source of income, and we need to recruit more children. Naomi has done a great job at getting our current children to massively increase their hours.

At the moment, we are currently surviving from month to month. Our funded government hours are not currently covering our staffs reduced monthly salaries, so it is crucial that numbers continue to rise as quickly as possible as every month we are going into deficit.

Total gross income

April 2024-March 2025 - £126,333. (down 1.7% from last year)

Payments going out

April 2024-March 2025 – £104,886 (down 19.35% from last year)

Overall surplus for financial year was £21,446

Chair's report

Thankyou's

Firstly, I would like to start by saying a huge thank you to all the staff who are at the heart of St Michaels Preschool. Who have stood by the pre-school with a lot having occurred over the past year and a bit alone. All thank you to the committee who have helped me throughout this time.

The past 12 months for me has been a BIG learning curve for me. Going from not having even been on a committee before to becoming Chair in the space of attending my first AGM meeting. Naomi and both the current and previous committee members have been a great help with assisting along the way, so again, a huge thank you to you all.

Thank you to everyone who helped with our move. Whether you helped, locate a new premises through contacting or passing on information, packing, unpacking, cleaning, or helped with the move. We appreciate your time and efforts to help the pre-school. I would also like to say thank you to the parents and children who had to deal with the new location, it's not always easy to adapt to such a big change let alone the wait for us to re-open this year due to Ofsted's delays. Thank you for standing by the pre-school.

Fundraising

We are a Charity run preschool, meaning we are a non-profit organisation. We rely on the government funding to cover general costs of the preschool with any fundraising and donations being used for improvements to the setting. This year, we will be continuing to fundraise and seek for donations. The more fundraising we achieve the more we can buy new resources and training for the preschool children and staff.

Upcoming year

Kevin at Aster has played a HUGE part in helping to get Aster to allow us to relocate to this wonderful building. We are very grateful to him. Kevin has big plans for the pre-school. Our agreement with Aster means that they are undertaking due diligence with us over the first 2 years of us being in Carpenters Cottage to help us remain viable. We are currently on a 2-year period under license to occupy. After this time there will be a lease option, if we haven't come into the Enham group before this. We will be exploring opening for breakfast club and offering after school wrap around care, if this is something that current parents are interested in. It would be a pay only option and not covered with funded options.

Final thoughts

As we conclude our AGM, I want to reflect on the journey we've shared as a preschool community. We've undoubtedly continued in the last year facing our fair share of challenges, but our dedication and resilience have seen us through.

I've had the privilege of being part of this preschool for the previous year and a half, whilst my son attended during his first year and for the last year as chair. It's been rewarding to contribute to the pre-school. While the role of chairperson has presented its own unique set of hurdles, learning the ropes and navigating the complexities of preschool operations has been a valuable experience.

I'm confident that with the continued support of our amazing staff, parents, and committee members, the staff at Aster that the pre-school will continue to provide a nurturing and enriching environment for our children. Thank you.

- **Standing down of committee**

Courtney Shubrook is not looking to stand again as a committee member again. We therefore have several positions to be filled. The most important being chair, as without a chair the pre-school cannot operate.

- **Election of chair**

seconded by

- **Election of Treasurer**

seconded by

- **Election of Secretary**

seconded by

- **Volunteering of other committee members**

Cara Lewis (Aster Project Co-ordinator) Would attend meeting both in person and virtually as lives outside of area but works in Andover.

Julie (Aster Well-being Services) Would attend meetings virtually as she lives out of area.

TBC - Lindsey (Aster Director of HR) is Andover based.

Questions and Answers AOB

- Question:

Closing Remarks

- Thank you for attending.
- Next Meeting Announced: Wednesday 4th February @ 7:50pm, St Michaels Preschool
- AGM dismissed.

Attendance Record (upload to document cover middle coloum with black box)

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 £
B1 Cash funds	Cash	160	-	-
	Main Bank Account	33,704	-	-
	Deposit Account	13,270	-	-
	Total cash funds	47,134	-	-

(agree balances with receipts and payments account(s))

Agreement Error	OK	OK
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Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

St Michael's Preschool

On accounts for the year ended

31/03/2025

Charity no (if any)

1032123

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention (~~other than that disclosed below*~~)

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Gemma Coombes

28/10/2025

Gemma Coombes

IER

Signed:

Date:

Name:

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

Member of the Institute of Certified Bookkeepers
MICB

Address:

18 Wolversdene Clost

Andover

Hampshire SP10 2AZ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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

The Petty cash has no transactions on it, speaking to the Manager the old Chair has paperwork but wasn't aware how to post these, this will make less than a £100 difference to costs.

A better year overall with having an overall profit to end the year.

The Rent was low for the year as their landlord gave them notice on the premises.

I have deducted the very overdue invoices from fees, with the change of the preschool location parents pulled out.

ST MICHAELS PLAYGROUP

England & Wales - Charity number 1032123

Accounts

St Michaels Preschool AGM2024 – Minutes

16th October 2024

- **Welcome greeting to the room, fire evacuation noted.**
- **Purpose:** The purpose of the AGM is to review the past year for the Preschool, discuss future plans, and elect new committee members.
- **Apologies:** Steve Denby
- **Attendance record attached.**
- **Manager's Report**

Well, what can I say about the last year, I will start with we survived!

I thought the 2020 academic year was going to be our toughest year, but I was wrong.

We started in September with a financial deficit, a building that was causing more

problems than it solved and with a low number on role, due to the low birth rate. We

had 19 children returning, and only 10 ready to join us, our lowest start numbers since I

started at St Michael's. I wish to thank the team, as all staff members reduced their

hours and worked long hours in very trying times, with no overtime pay. They made this

sacrifice to ensure the preschool was still here for the families and that the children

were supported.

We had also been told that our rent would be increasing by over 50%, as the parochial

council for St Mary's parish had taken over the running of St Michael's and wanted to

bring all buildings' rent into alignment. We refuted the increase on the grounds that our

facilities were not comparable to their other buildings. We had a visit from Marina, to

inspect the building and it quickly became apparent that Marina and the St Mary's team

were not aware of the work needed in our playroom.

After further inspection and investigation, the playroom was deemed financially unviable and as a result condemned. As you can imagine, on top of our earlier financial

concerns we did not feel very secure. Marina and her team worked through plans to

help support us and it was decided that we would move into the hub hall whilst further

works and plans were made for the possible return to the playroom. However, the week

before our planned move the floor in the hub hall collapsed and we were once again in

limbo.

Marina and her team continued to try and find solutions and we entered discussion

about moving into the church itself. The problem here was that the groups that had

been using the hub hall, were now using the church and we didn't want to evict these

community groups, but the reality was that the space could not be evenly and safely

split, to allow the church to be used by two groups.

We made the hard decision to cancel our nativity performance, because the uncertainty

of where we would be running from each week, meant that we were not in a position to

dedicate time to preparing the children, especially as the church may have been the

preschool! We also had had a major change in committee at the end of November, with

both our Chair and Treasurer stepping down. The positions were filled by Aaron and

Steve, respectively, but this meant that none of our committee members were now

parents from the setting. However, despite the changes and the precarious situation

that the preschool found itself in, we managed a successful Christmas carol and mince

pie fundraiser, which was enjoyed by the many families that attended.

We saw the year out with our Christmas party and welcomed the amazing Major magic

back in to do a show for the children. It was an emotional time as we were also saying

goodbye to Nikki and Stacey. Both had made the hard decision to move on, due to the

uncertain future of the preschool at the time.

2024 started with some positivity, due to the sacrifices of the team, some thrifty spending, parental donations and our rent being frozen by the parochial council, we

were able to start the year knowing that we were financially viable and as long as we

had a building, we would be running in 2024-25. We were also able to start paying staff

for the extra work they do, to ensure that your children have the best start and an

amazing preschool adventure.

Our spring term was still filled with uncertainty about where St Michael's would be

running from, it was obvious that the church was not a solution but all other venues we

enquired with were unable to take us in either. It was the St Michael's Church wardens

who found St Andrew's and worked out the logistics for a move for us. So started our

journey to St Andrew's! I won't get into politics but let's just say that OFSTED and their hoops were not the easiest to navigate, especially as we were already in a very

stressed state. Aaron was a God send and I do not think St Michael's preschool would

still be running without his calm and methodical approach to organisation, form filling,

emails and general pestering of others to get things done. As well as his ability to help

me keep calm and see the light at the end of the tunnel, I am very grateful for his

support during this time.

We ended the spring term knowing that we would be moving to St Andrew's, in

preparation for this we held our sponsored scoot there and it was very successful and

well attended. OFSTED had approved our move and reregistered us as a second setting

and we were getting our heads around leaving our playroom for the last time. We also

made the decision to stop trying to recruit a SENCO, Helen and I had been doing the

role between us since Nikki had left and despite several recruitment attempts, we had

not found the right candidate for the role. We made the position permanently Helen's

and she completed the introduction course in the summer term, and we started advertising for a new Key person.

We moved our preschool during the Easter break. Aaron and his extended family did a

grand job as removals experts and in preparing the building for our use. Again, I cannot

truly express how thankful we are for all the work Aaron put in, to ensure that your

preschool kept running. I also want to thank the team, who once again, stepped up and

gave up their own time, to ensure that we could continue running smoothly and with no

breaks in our service to the families.

Though St Andrew's would never be our choice of setting, the lack of garden being the

major concern as well as trying to staff two rooms, we are grateful to The Methodist

Church for giving us a home and putting up with us. Our time there was brief, but we

got to trial some ideas and have brought some back to St Michael's with us. For example, being shoeless and having our calm area, for those feeling big emotions.

The summer term is always an emotional time, we were busy preparing transitions and

supporting 20 children and families with their move to school. We also said goodbye to

Jenni, who stepped down from Key person, she saw the term out as a bank staff member but stepped away from other duties. We knew by July that we would be returning to St Michael's and into the Hub Hall, so when we ran our Summer Family fun

day, we took the opportunity to do so from St Michael's, giving our 20 leaver's a chance

to say goodbye and to introduce our returning and new families to the new hall and our

vision for September. Aaron and I were also very busy ensuring that our return to St

Michael's was all in place with OFSTED, a slightly easier job than the move out.

We took 16 children to St Harold Hillier's Gardens, near Romsey, for our leaver's trip

at the end of the summer term. We had a fantastic day pond dipping, picnicking, playing

in the park and exploring the different plants and flowers. The children were amazing,

and the weather was very kind, it was a lovely end to the year and saying goodbye to

the families was, as always, hard, but it also fills us with such pride, to see the children

go of, so much more resilient, independent and ready for the world.

After the weekend, to recover from the leaver's trip, staff came in to move back to St

Michael's. Thank you to Debbie, who gave up a whole day to help pack, sort and transport, also for all the washing she did. We didn't think we would get it done in two

days, but we did!

So, as I said at the beginning, we survived the last academic year. I want to thank the

staff who stood by the preschool, sacrificed their own financial well being for the sake

of the preschool, gave their time and expertise to ensure we were still here and never

lost hope that St Michael's would still be serving families in 2024-25.

We have had a slow start this year, with only 25 children on our books, but to be honest, this has helped staff settle into our new routine and home. We have had

several other professionals visit us, and all have said how lovely the setting is, how

welcoming and calm the environment is and how happy and engaged the children are. I

agree and I believe that this is because no matter what the St Michael's team always

have your children fore front in their minds and what they can do to support them. I

am so very proud of each and every one of them.

Helen has taken on the role of SENCO and brought a passion and commitment to her

responsibilities that I have rarely seen.

Jo continues to bring a calm that even in our most challenging times has helped us all

see a way through.

Ann-Marie has returned after a long sabbatical and has come back with determination

and resilience.

Michele will always be our fountain of experience and knowledge, that not only benefits

our team but the parents and families too.

Abi has grown from strength to strength, we are all so proud of her for passing her

Maths earlier this year, and completing her apprenticeship is so close, she must be able

to taste it!

Hannah has joined the team this September and is not only finding her feet but flourishing in her new role.

I also want to thank Amina and Danielle, our volunteers, without whom we would not

have got through the last academic year. They are as much a part of our team as those

of us paid to be here.

We are hoping that 2024-25 will be a year to imbed and settle into our new/old home

and that we will be here for many years to come, serving and supporting our community.

- **Treasurer's Report**

This is my first year as Treasurer I joined the committee as a normal member but took the treasurers role on when the previous Treasurer stepped down in December 2023, have tried to do my best with no experience, I would like to thank Aaron for all his support.

Report

We have not dipped into the ISA which stands at £13,174,17 to date,

Early years funding is still our main source of income, and we need to recruit more children and more hours from existing children.

At the moment we are surviving from month to month.

Total gross income

April 2023-March 2024 - £128,511.41 (up 0.81% from last year)

Payments going out

April 2023-March 2024 - £131,902.63 (down 12.91% from last year)

Overall loss for financial year was £3,391.22 down from last year which was £23,958,37 so, a great improvement.

Thanks, Steve

- **Chair's report**

Thankyou's

Firstly, I would like to start by saying a huge thank you to all the staff who are at the heart of St Michaels Preschool. Coming in every day to make an impact on children's lives is a truly honourable career,so thank you.

The past 12 months for me has been a VERY steep learning curve for me. Going from not having even been on a committee before to becoming Chair in the space of a couple of months. Naomi and the existing committee members have been a great help with assisting along the way, so again, thank you.

Thank you to everyone during our multiple moves. Whether you helped, pack, unpack, clean, helped with the move from A to B or from B back to A. We appreciate your time and efforts to help us. I would also like to say thank you to the parents and children who had to deal with the new location, it's not always easy to adapt to such a big change. Credit to the staff again for helping settle the children during these times.

Fundraising

We are a Charity run preschool, meaning we are a non-profit organisation. We rely on the government funding to cover general costs of the preschool with any fundraising and donations being used for improvements to the setting. This year, we will be continuing to fundraise and seek for donations with a focus on using these funds to develop our storage area and we would love to upgrade the wonderful garden area we have. The more fundraising we achieve the more we can improve the preschool for the children.

Upcoming year

Our current landlords, Parish of Andover, are working with St Michaels Preschool over the next academic year. This opportunity has been presented to us to understand if the preschool is something the church are able to take on. We are going through the motions of a viability study to assess things like finances and processes. The long-term goal for us as a preschool is the security of the future of the preschool, job security for staff to name a few. The Parish have successfully carried out a similar study on Moorehall Preschool in Andover to allow them to continue to operate.

If we are successful, we will have the ability to tap into the board of members the Parish is able to offer assistance with refining our processes, assisting with grant applications, providing support with general background operations of the preschool and offer a further reach when it comes to marketing and advertising.

If we are not successful, the preschool may have to relocate and we begin the search for a new location to operate. If we are unable to find an alternative space, we would sadly be forced to close our doors.

Trying not to focus on the negatives too much but very much keeping them in mind, we are looking into both ultimatums with the best interests of the preschool being priority number 1.

Final thoughts

As we conclude our AGM, I want to reflect on the journey we've shared as a preschool community. We've undoubtedly faced our fair share of challenges, but our dedication and resilience have seen us through.

I've had the privilege of being part of this preschool when I was younger, and it's been incredibly rewarding to contribute to its continued success. While the role of chairperson has presented its own unique set of hurdles, learning the ropes and navigating the complexities of preschool operations has been a valuable experience.

I'm confident that with the continued support of our dedicated staff,

parents, and committee members, we'll continue to provide a nurturing and enriching environment for our children. Thank you.

- **Standing down of committee**

Aaron Hatcher and Steve Denby are not looking to stand again as committee members. Although neither will step away if a position cannot be fulfilled.

- **Election of chair**

Courtney Shubrook nominated as Chair, seconded by Helen Griffiths
Taite Shubrook nominated as Vice Chair, seconded by Jo Vidamour

- **Election of Treasurer**

Steve Denby nominated as Interim Treasurer until we can find a suitable volunteer for the role. Seconded by Naomi Rist

- **Election of Secretary**

Charlotte Knapp nominated as Secretary, seconded by Courtney Shubrook

- **Volunteering of other committee members**

Jo Pearce volunteered to be a committee member

Questions and Answers AOB

- Question: What fundraising events are coming up for this academic year?
Naomi Rist answered the question and listed the multiple fundraising events planned for the year.

Closing Remarks

- Thank you for attending.
- Next Meeting Announced: Wednesday 6th November @ 7:30pm, St Michaels Preschool
- AGM dismissed.

Attendance Record

St Michael's AGM 2024
16th October 2024

Name	Contact number & email address	Position
Naom Bist		uk Manager
Aaron Hatcher		Chair.
Abi Heaton		Key person
Hannah Robinson		uk Key person.
Miaele Brown		Key person
Debbie Clarke		committee
Helen Griffiths		Deputy manger/ Serfs
Ann-Marie Scarr		key person.
Jo vwanor		key person
shiju Mathew		parent
*Charlotte Knapp		parent
*Taitte Shubrook		Parent
*Courtney Shubrook		n parent.
Valentina Negrescu }		Parents.
Sorin Negrescu }		Committee
Caitlin Annetts	uk. Parent	
*Jo Pearce	Parent	
E-Smaa Hassani	Parent	
Ahmed Mostafa/eng.	Parent	



ST Michaels Preschool		No (if any)		CC16a
Receipts and payments accounts				
For the period from	4/1/2023	To	3/31/2024	

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Session Fees	125,221	-	-	125,221	125,160
Fundraising	2,890	-	-	2,890	1,025
Sundry Income	176	-	-	176	1,220
Milk Claim		-	-	-	-
Bank Interest	224	-	-	-	73
Petty Cash		-	-	-	-
		-	-	-	-
		-	-	-	-
Sub total (Gross income for AR)	128,511	-	-	128,287	127,478
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	128,511	-	-	128,287	127,478
A3 Payments					
Salaries and Wages	110,466	-	-	110,466	114,701
Rent and Premises Costs	12,516	-	-	12,516	11,370
Fundraising	523	-	-	523	969
Food, Drink and Consumables	1,753	-	-	1,753	3,015
Insurance and Registraion Fees	784	-	-	784	902
Equipment	28	-	-	28	1,944
Administration	1,256	-	-	1,256	3,538
Other Costs	2,725	-	-	2,725	1,531
		-	-	-	-
Sub total	130,049	-	-	130,049	137,971
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	130,049	-	-	130,049	137,971
Net of receipts/(payments)	- 1,538	-	-	- 1,538	- 10,493
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end		-	-	-	49,849
Cash funds this year end	- 1,538	-	-	- 1,538	39,356

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 £
B1 Cash funds	Cash	- 50	-	-
	Main Bank Account	18,185	-	-
	Deposit Account	13,076	-	-
	Total cash funds	31,211	-	-

(agree balances with receipts and payments account(s))

Agreement Error	OK	OK
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Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

St Michael's Preschool

On accounts for the year ended

31/03/2024

Charity no (if any)

1032123

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention (~~other than that disclosed below~~*)

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Gemma Coombes

Date:

28/10/2024

Name:

Gemma Coombes

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

Member of the Institute of Certified Bookkeepers
MICB

Address:

Cedar Gables, Penton Mewsey

Andover

Hampshire SP11 0RQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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

The Petty Cash is a minus balance but this is a timing issue and resolved soon after with funds being put back into the petty cash.

The bank balance on their accounting system is out by £150.12, this will be reconciled shortly.

They have another year of a loss but a lot smaller so showing they are heading back in the right direction.

They have some outstanding invoices which they either have payment plans for or are now actively chasing.

ST MICHAELS PLAYGROUP

England & Wales - Charity number 1032123

Accounts

St Michael's AGM 2023- Minutes

11th October 2023

Welcome/Apologies

All staff were in attendance at the AGM. All committee members apart from Cat Annetts, Kelly Nunn, and Carrie Thomas were in attendance.

The committee welcomed the parents who were in attendance for the AGM. A full attendance list is attached to this document for reference purposes.

Manager's Report

The contents of the attached Manager's report were presented at the AGM. There were no follow-up questions or comments made.

Treasurer's Report

The contents of the attached Treasurer's report were presented at the AGM. There were no follow-up questions or comments made.

Chair's report

The contents of the attached Chair's report were presented at the AGM. There were no follow-up questions or comments made.

Standing down of committee

The committee stood down. Kelly Nunn indicated by proxy her acceptance to remain as Treasurer. Cat Annetts indicated she did not wish to re-enter as secretary but will happily remain as a general committee member.

Election of chair

Yannick Rachel was re-elected as Chair. Nominated by Naomi Rist and seconded by Debbie Clarke.

Election of Treasurer

Kelly Nunn was re-elected as Treasurer. Nominated by Naomi Rist and seconded by Dexter Stacey.

Election of secretary

Chelsey Hince was elected as Secretary. Nominated by Jenni Rachel and Seconded by Yannick Rachel.

Volunteering of other committee members

The following persons volunteered to form part of the new committee:

- Dexter Stacey
- Debbie Clarke
- Cat Annetts
- Carrie Thomas
- Laura Freitas
- Steve Denby
- Kelly Soulby
- Aaron Hatcher
- Sue Griffiths

Questions from the attendees

The following questions were asked of the committee:

Who owns the preschool? Is it privately owned?

Yannick Rachel explained the structure of the preschool, which is a committee led charity.

How will you address your financial deficit?

Yannick Rachel explained what the committee has done to try to address the deficit whilst remaining open and providing a safe environment for staff and children.

Other questions centred around the move to the new facilities. As this was a new topic, there weren't many answers that could be provided to the attendees.

Thank you

Many thanks to all those who have attended the AGM.

Any Other business

No other issues were brought up at this AGM.

Meeting close

St Michael's AGM 2023

11th October 2023

Welcome/Apologies

Manager's Report

Treasurer's Report

Chair's report

Standing down of committee

Election of chair

Election of Treasurer

Election of secretary

Volunteering of other committee members

Thank you

Any Other business

Meeting close

AGM October 2023
St Michael's Preschool

Attendace Sheet

Name	Role	Contact Number	Email address
Nicole Crocker	Parent		
Naomi Rist	Preschool Manager		
Helen Griffiths	Deputy Manager		
Stacey Reilly	Key Worker		
Abi Heaton	Key Worker		
Michele Brown	Key Worker		
Anne-Marie Scarr	Key Worker		
Nikki Coleman	Senco		
Shauna Hatcher	Grandparent		
Steven Denby	Grandparent		
Toby Hatcher	Parent		
Aaron Hatcher	Uncle		
Jo Vidamour	Key Worker		
Yannick Rachel	Chair Person		
Jenni Rachel	Key Worker		
Dexter Stacey	Committee Member		
Chelsea Hince	Parent		
Debbie Clarke	Committee Member		
Melody Grant	Parent		
Adeola Ayeni	Parent		

Annual General Meeting October 2023

Manager's report 2023

Academic year 2022-23

2022-23 was the year of a new team structure. Having said goodbye to Jane and Sue, who were part of the furniture, we set into the new year with Helen as my Deputy, Nikki as SENCo and Jo as our Health and safety officer. Ann-Marie took over IT and our Facebook admin, Michele keeps our library service running and Jenni ensures our displays are top notch and all art equipment is ready and available. Even if I say so myself, I had picked well, we support each other, complement each other's strengths, and scaffold our weaknesses, making us a well-oiled team. We truly are a work family.

We started the Autumn term with 37 children in setting. 18 children returned from the previous year and we had 19 new starters. And another child joined us in the November.

Our nativity had no restrictions, and we were able to return to the full joy and chaos of a preschool nativity. The children did us and their families so proud, but we did feel that some of our younger children struggled to settle after the performance, so after reviewing we decided to move the nativity to the end of the day, so children will go straight home after the performance. The committee also managed to run a very successful, though all be it little fundraiser, at the nativity. We are hoping to improve on that success at this year's nativity.

We finished the term with our Christmas party, which was as much fun as it sounds. We welcomed Major Magic back to the setting for his annual performance and it was a brilliant end to a long term.

2023 started with six new children and another two in February, it all ran reasonably smoothly. We also welcomed two new staff members, Stacey, and Abi. Stacey came as a Mum, helping to settle her child and never left us, we were so pleased when she applied for the position, she brought a calmness and chilled attitude to the team and lots of new play ideas from her time in afterschool clubs. Abi is our apprentice, having done a placement with us during her level 2, we knew we were getting a natural who was keen to learn and support the children.

The end of the Spring term we were able to have our Teddy Bear's Picnic and sponsored scoot. It was well attended and enjoyed by all.

The summer term welcomed three new children. We ran our stay and plays for the September in take children, this was the first time since 2020 that we had been able to run them fully and without restrictions. We took our school leavers on their leaver's trip. Of our 24 leavers, 21 attended the trip to Sir Hillier's Gardens, near Romsey. We had a fantastic day and the team were very proud of all the children and how they took part in the experiences and enjoyed the day.

The end of the academic year is always a hard one, saying goodbye to our children, this was also the first cohort of children that had some who had been with us for three years; due to having started taking children the term after their second birthday. Some of these children had been here longer than half the staff! We found it very hard to say these goodbyes, but are so proud of the role we have played in their lives and seeing how much they have grown and developed.

So far this year we have had 16 new starters, and we have another joining us from November, taking us to 35 children in setting. We have another five children on the books for the spring term. Our afternoons are very quiet still and we do need numbers to increase, we are very tight for funding this year. Next academic year we have 3 children already on the waiting list for a place. However, should the universal funding for 2-year-olds, come into place in April, we expect an upsurge in places and have another four children on the 25/26 register, who may want places earlier.

Our plans and focus for this year will be to settle into our new room and being fully packed away. We are not quite sure how this will look, but we do know that having a warm playroom and reliable plumbing, will be a bonus. When it comes to the move, we may be looking for able bodies to help lift and shift, our pre-school relies on our community, and we may be calling for your efforts.

Lastly, thank you to the committee, you have been a solid support through some tough times and even been here physically to keep us in ratio, when staff sickness was high. We appreciate all you do and hope you have enjoyed your time and continue to be a major part of the team. We all know many hands make light work, so hopefully going forward we will have an increase in committee numbers, making fundraising and events easier for all and more successful.

Treasurer Update for the financial year April 2022 to March 2023 – Provided by Kelly Nunn

This has been my second year as Treasurer for the Preschool. It has been a learning curve with plenty of opportunity for personal growth and development. Regular meetings with the committee in order to share ideas and have adult conversation have been great, and I have made many friends along the way.

I would like to express my sincere gratitude to the whole St Michaels Pre-school team; without their dedication and hard work it would not have been possible for us to provide a continuous service to as many families as possible.

Despite our best efforts, we have had to use some of the ISA to ensure that all outgoings were covered. Our ISA balance currently stands at £12,981.94. This is currently enough to cover 1 months' worth of outgoings, in the event of an emergency.

Early years funding is still our biggest source of income

Total Gross income (Session fees, Early Years Funding, fundraising, petty cash)

April 2022-March 2023: £127,477.74 (13% decrease on April 2021-March 2022)

Payments (wages, rent, fundraising, food, drink, consumables, insurance, registration, equipment, admin, other)

April 2022-March 2023 £151,436.11 (9% increase from April 2022-March 2023)

Overall loss for that financial year was £23,958.37.

I would like to thank the management, staff and committee for a fantastic year. I feel proud to be part of the team.

Chair Report AGM October 2023

Firstly, I would like to thank the Management, Staff and Committee members, for what has been a very challenging year. Despite having been in the role as chair for a year, I still found myself learning a lot during my second year.

We have had to make decisions quickly and effectively. Overall, we have aimed to maintain a consistent and outstanding provision, for preschool children and families, whilst supporting our loyal and committed staff and yet remain sustainable for future generations of our community.

Our Ofsted report from this year is testament to the hard work and dedication of our Preschool as a whole, and each member of staff is to be commended for their commitment to the setting.

Fundraising

One of the challenges that our preschool is faced with is that we rely on continued charitable contributions and fundraising events in order to survive and improve our settings. Although some funds were raised over the past year, the planned fundraising events could not go ahead due to a lack of resource and volunteers. In the upcoming year we aim to look at how we go about fundraising, setting smart objectives.

Upcoming year

The upcoming year is going to be tough for everyone. The cost-of-living crisis has impacted the preschool, as identified by the Treasurer report. We are working to reduce expenditure whilst still ensuring that the children get the best level of attention and care.

Now more than ever do we need to start looking at increasing our fundraising events and income. To do this we need to ask you, the parents, grandparents, aunts, uncles, to consider volunteering some of your time to join our committee. This will allow us to pool ideas and increase our fundraising income.

After the October half term, the preschool will be moving in to the main hall. Although this does mean that we will become a full pack-away preschool, the facilities that we receive in the new hall are far superior.

Final thoughts

I have completed my second year as chair at this preschool. I have gotten to know some of the staff and some of the children throughout my visits to the setting. Volunteering your time at a preschool is challenging and rewarding; challenging because there are many aspects and regulatory requirements to learn and understand. Rewarding because you develop skills that can be transferred to many aspects of your professional and personal life. I can honestly say that volunteering for this preschool has been rewarding and very educational. Once more, I thank the Management, Staff and Committee members for the help and support they have provided.



ST Michaels Preschool		No (if any)		CC16a
Receipts and payments accounts				
For the period from	4/1/2022	To	3/31/2023	

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 £
A1 Receipts					
Session Fees	125,160	-	-	125,160	140,278
Fundraising	1,025	-	-	1,025	969
Sundry Income	1,220	-	-	1,220	3,070
Milk Claim		-	-	-	-
Bank Interest	73	-	-	-	-
Petty Cash		-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	127,477	-	-	127,405	144,318
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	127,477	-	-	127,405	144,318
A3 Payments					
Salaries and Wages	125,882	-	-	125,882	114,701
Rent and Premises Costs	11,879	-	-	11,879	11,370
Fundraising	556	-	-	556	969
Food, Drink and Consumables	2,744	-	-	2,744	3,015
Insurance and Registraion Fees	795	-	-	795	902
Equipment	1,235	-	-	1,235	1,944
Administration	2,923	-	-	2,923	3,538
Other Costs	5,422	-	-	5,422	1,531
	-	-	-	-	-
Sub total	151,436	-	-	151,436	137,971
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	151,436	-	-	151,436	137,971
Net of receipts/(payments)	- 23,959	-	-	- 23,959	6,347
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end		-	-	-	49,849
Cash funds this year end	- 23,959	-	-	- 23,959	56,196

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 £
B1 Cash funds	Cash	- 16	-	-
	Main Bank Account	1,180	-	-
	Deposit Account	31,852	-	-
	Total cash funds	33,016	-	-

(agree balances with receipts and payments account(s))

Agreement Error	OK	OK
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Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

St Michael's Preschool

On accounts for the year ended

31/03/2023

Charity no (if any)

1032123

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention (~~other than that disclosed below~~*)

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Gemma Coombes

10/10/2023

Gemma Coombes

IER

Signed:

Date:

Name:

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

Member of the Institute of Certified Bookkeepers
MICB

Address:

Cedar Gables, Penton Mewsey

Andover

Hampshire SP11 0RQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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

The Petty Cash is a minus balance but this is a timing issue and resolved soon after with funds being put back into the petty cash.

Their Expenditure exceeded their income in this financial year, they are aware of this due to less children being enrolled and are working on solutions to cut costs within the preschool for income to exceed expenditure again.

ST MICHAELS PLAYGROUP

England & Wales - Charity number 1032123

Accounts

St Michael's AGM 2022- Minutes

12th October 2022

Welcome/Apologies

All staff were in attendance at the AGM apart from Jenni Rachel and Michele Brown. All committee members apart from Katherine Griffin were in attendance.

The committee welcomed the parents who were in attendance for the AGM.

Manager's Report

The contents of the attached Manager's report were presented at the AGM. There were no follow-up questions or comments made.

Treasurer's Report

The contents of the attached Treasurer's report were presented at the AGM. There were no follow-up questions or comments made.

Chair's report

The contents of the attached Chair's report were presented at the AGM. There were no follow-up questions or comments made.

Standing down of committee

The committee stood down. All current committee members apart from Katherine Griffin chose to remain with the committee.

Election of chair

Yannick Rachel was re-elected as Chair.

Election of Treasurer

Kelly Nunn was re-elected as Treasurer.

Election of secretary

Caitlin Brown was re-elected as secretary.

Volunteering of other committee members

Carrie Thomas volunteered to join the committee.

Thank you

Many thanks to all those who have attended the AGM.

Any Other business

No other issues were brought up at this AGM.

Meeting close

St Michael's AGM 2022

12th October 2022

Welcome/Apologies

Manager's Report

Treasurer's Report

Chair's report

Standing down of committee

Election of chair

Election of Treasurer

Election of secretary

Volunteering of other committee members

Thank you

Any Other business

Meeting close

Chair Report AGM October 2022

Firstly, I would like to thank the Management, Staff and Committee members, for what has been a very challenging year. Having never worked within an early-years setting before, there has been so much guidance to wade through in order to gain an understanding and appreciation for what the staff do on a daily basis.

We have had to make decisions quickly and effectively. Overall, we have aimed to maintain a consistent and outstanding provision, for preschool children and families, whilst supporting our loyal and committed staff and yet remain sustainable for future generations of our community

Fundraising

One of the challenges that our preschool is faced with is that we rely on continued charitable contributions and fundraising events in order to survive and improve our settings. Some of the fundraising events that have been organised since the last AGM in October 2021 include:

- Nativity 2021 fundraising: tea and coffee, along with raffles, were held at the nativity event. £121.14 was raised during this event.
- Sponsored Scoot: tea and coffee were supplied during this event, as well as sponsorship funds raised through the children partaking in the event. £705.50 was raised during this event.
- Amazon Smile provides a steady quarterly cash injection. £23.97 was received during the April 2021 to March 2022 financial year.

Unfortunately, the Summer Fete was cancelled due to shortage of volunteers to assist with the event.

What are we fundraising for?

Currently the preschool is focusing the profits of fundraising events on improvements for the outdoor area. The largest investment in the past year was the acquisition of new sheds for the garden; we replaced the old 8' by 6' shed, which was falling apart, with two smaller sheds and a bike shed.

This allows the children to enter the sheds and choose which toys they wish to play with, and see all the toys available on the day.

Upcoming year

The upcoming year is going to be tough for everyone. The cost-of-living crisis has led to discussions with the church being held over rental increase.

Now more than ever do we need to start looking at increasing our fundraising events and income. To do this we need to ask you, the parents, grandparents, aunts, uncles, to consider volunteering some

of your time to join our committee. This will allow us to pool ideas and increase our fundraising income.

Do you know someone who is raising money for a charity through a personal challenge (Marathon, 3-peaks challenge, No-smoking challenge)? Would they consider investing their fundraising into the preschool?

Final thoughts

I have completed my first year as chair at this preschool. I have gotten to know some of the staff and some of the children throughout my visits to the setting. There have been some issues outside of anyone's control (thank you Ofsted for taking 11 months to accept the EY2 form!), but I can honestly say that volunteering for this preschool has been rewarding and very educational. Once more, I thank the Management, Staff and Committee members for the help and support they have provided.

Annual General Meeting October 2022

Manager's report 2022

Academic year 2021-22

2021-22 was an interesting year, we were not really over the pandemic but were expected to continue as if we were. We chose as a team to not relax our cleaning regime and continue our toy rotation, we knew it worked from our success the year before at keeping Covid out of the setting, we had less closures and positive cases in the setting than our feeder schools and other local settings, and this was the same for last year too. As well as still trying to navigate the "new normal" of post pandemic, we had the challenge of imbedding the EYFS that had been implement from September 2021. We had done our prep work and decided to go with the Birth-to-five supporting document to inform our curriculum, now the team just needed to get their heads around ranges and tracking under the new system.

We started the Autumn term with 43 children in setting. One of the busiest opening terms I have ever known 28 children returned from the previous year and we had 15 new starters. We also had Jo starting her new role as Key person, Jo had previously been a bank staff member, but this was her first time working as a key person in the setting. Jo Brought some fantastic ideas from her background as a childminder and fitted into the team so well, we felt like she had always been here.

As the first half term ended, we said goodbye to Ashleigh; our apprentice. Ashleigh was moving to a nursery to gain experience in the baby room and finish her course out with them. This meant that we needed to fill the position of key person for Ashleigh's children and the 5 new children joining us in November. Thankfully Jenni our bank staff team member was available and keen, stepping into the role without missing a beat and completing the team, bringing experience from her nursery work with the younger children we now had more of. We also had an almost complete Committee change, with all three main roles, Chair, Secretary and Treasurer, stepping down at the AGM and the positions being filled by new parents.

We completed our first round of tracking using our new curriculum and EYFS and the team felt that the system worked well. We were able to discuss with parents at feedbacks about the changes and demonstrate how the levels worked, from 1-6, with the children moving through as they develop naturally in the seven areas of development, as identified in the EYFS. We all felt that the levels took pressure of the children, as age expected in months could give a false negative impression, causing some parents to worry about their child's development. Whereas the ranges are an easier way to explain the process of child development, you start at range one, when born and by the end of the foundation stage will be working towards or in range six.

Our nativity returned to the Church this year, all be it with reduced attendance, as we had to restrict parents to two audience members only. We were so pleased to be back in the

church and the children did us and their families so proud. The committee also managed to run a very successful, though all be it little fundraiser, at the nativity. As their first fundraiser, they should be very proud of themselves. We are hoping to improve on that success at this year's nativity.

Unfortunately, our Christmas party was rudely interrupted by Covid, when three of our staff became ill in the last week of term and we could not safely run the event. The staff were gutted to not be able to provide the children with the experience and it made the end of a very long and tiring term very anticlimactic. Staff morale was low, and the team tired, covering the hours of three staff off. But at no time did they let this effect the children or impact on the fun and experiences the children had. As throughout the whole pandemic, my staff stepped up and did what was necessary to ensure the children's lives were as normal and happy as possible. I couldn't be prouder of them.

2022 started with six new children and ran reasonably smoothly. There was some continued staff illness, and with no bank staff (as we had employed them both), this did put some strain on the team, but as always, they rallied and covered hours and supported children and families. We were also getting our heads around the new EYFS by now and the tracking system, feeling more confident in our choice and our ethos of learning through play and curiosity, planning in the moment and following the children's interests.

The end of the Spring term we were able to have our Teddy Bear's Picnic and sponsored scoot. With no restriction on numbers or mingling. We took the opportunity to invite in Major Magic, who usually performs at our Christmas Party, as we had had to cancel his performance in December and wanted the children to get this experience. We had a glorious day, and the committee did a fantastic job of running the event. At the end of which we were able to purchase our new sheds for the garden.

The sheds are our first step in providing an outdoor environment that allows the children to free choose toys and resources, moving more towards more independent play both outside and inside. May we thank Yannick and Matt for coming and building the two storage sheds, they have been a great hit and the children really enjoy the independence that these sheds allow, being smaller than the old shed, we can safely see the children inside and so allow them to choose their own resources. We had some delay on our bike shed but having a shed per garden made a big difference.

As a team we made the decision to stop our toy rotation from the summer term and allow for continuous provision again. This also meant that our more strenuous cleaning schedule could be scaled back also. Though we have kept many practices that started in 2020, we now have a more realistic and manageable schedule, that allows the children to access and select toys as they want. This was much appreciated by the team for several reasons, one being that Caroline had sadly decided to step down from Key person to bank staff from the end of the spring term, and though we had successfully recruited to replace her, Michele was unable to start until June, leaving us short for a half a term, so reducing our time cleaning and rotating toys, made a huge difference.

Michele started at the end of the summer term and though she comes in off a four-year hiatus from childcare employment, she has brought a wealth of knowledge to the team and is just what we needed. Being back at full capacity we happily took our school leavers on their leaver's trip. Of our 30 leavers, 28 attended the trip to Sir Hillier's Gardens, near Romsey. We had a fantastic day and the team were very proud of all the children and how they took part in the experiences and enjoyed the day.

The end of the academic year is always a hard one, saying goodbye to our children, especially as we had so many leavers this year, but we also said goodbye to Jane, my Deputy. Jane has worked at the Preschool for 22 years and been the deputy for 18. She dedicated a large part of her working life to St Michael's, and she is very much missed by the team and the families. I know she is enjoying retirement though and we are hoping she will pop in and see us from time to time.

We also said a sad farewell to Sue, who also stepped down from Key Person to bank staff after 19 years at the setting. We miss her greatly, especially her wonderful messy ideas, but do know she will come to our call for support.

I want to thank both Jane and Sue, who were both instrumental in helping me to find my feet at St Michael's four years ago, but also on behalf of all the families and children who's lives they have touched. I get people phoning for places for their own children, or work experience for secondary pupils, asking about job positions and all other enquiries, who mention Jane and Sue by name and recall them fondly and with respect. They are unsung heroes who have had a positive impact on so many lives and have helped to shape a generation in Andover.

With so many school leavers and only 18 returning children, we knew that the autumn term was going to be low on numbers and tight with funding, we made the decision to not recruit and replace these two roles immediately. However, as Jane was deputy and SENCo for the setting and Sue our Health and Safety officer, these positions needed filling. I knew that there was capacity within our team for internal promotion.

After interview Helen was offered the role of Deputy and Nikki that of SENCo. We decided to split these roles as SENCo has become a far more in-depth role over the last few years and we've seen a large increase in the number of children with additional needs, requiring interventions and support each year not to mention a larger amount of paperwork and form filling for the role. Jo has also been given the role of Health and Safety Officer, on top of her Key Person duties. Ann-Marie has also taken over the social media side of the pre-school, returning parents have probably noticed an increase in the use of our Facebook page, and Jenni is now our Art co-ordinator. Once Michele has completed her probation period she will become officially our outdoor provision co-ordinator, though she has already taken on most of this role already. We are half a term into the new roles now and all are finding their feet and settled happily into their new roles. The team are finding the new structure works well and have adapted quickly.

So far this year we have had 17 new starters and we have another three joining us from November, taking us to 38 children in setting. This is a much healthier position than we

were in 4 months ago. I am receiving enquiries weekly about spaces and am having to put some children on waiting lists for some mornings, as their desired hours are not available. We have another eight children on the books for the spring term meaning that we will be looking to recruit at least one new staff member from the new year. Next academic year we have 5 children already on the waiting list for a place. So, numbers are going in the right direction.

Our plans and focus for this year are to look at our curriculum and as a team really establish what this means to us and our children's outcomes. The team will be getting settled into our new structure and building on the strong bonds we already have. We also wish to continue improving the outside provision and environment, where I want to say thank you to Michele and her husband Martin, Jo and her partner Adam, and Yannick and Jenni, all of whom have come in in their own time at weekends to build sheds, clear undergrowth, fill holes, dig out roots and do tip runs. Our pre-school relies on our community and your efforts are greatly appreciated. Moving forward it is our community that we will need further support from to make further improvements and therefore enhance the Pre-school for your children.

Lastly, thank you to the committee, you were thrown in at the deep end with the big three positions last year and have done a fantastic job keeping the pre-school running, helping me to navigate the new invoicing system, being a shoulder to cry on and an ear to whine into. We could not run without you and I know it has been hard with the low numbers, you all have your own lives and work to do and we are grateful for the time you dedicate to the voluntary positions you hold. We all know many hands make light work, so hopefully going forward we will have an increase in committee numbers, making fundraising and events easier for all and more successful.

Treasurer Update for the financial year April 2021 to March 2022 – Provided by Kelly Nunn

Despite having various of members of staff off with COVID, I am very pleased to say that we have not had to borrow any money at all from our ISA. I would like to express my sincere gratitude to the whole St Michaels Pre-school team; without their dedication and hard work it would not have been possible for us to provide a continuous service to as many families as possible.

Our ISA balance currently stands at £31,795.06. This is currently enough to cover 3 months' worth of outgoings, in the event of an emergency.

Early years funding is still our biggest source of income

Total Gross income (Session fees, fundraising, sundry, milk, petty cash)

April 2021-March 2022: £146,461.36 (23% increase on April 2020-March 2021)

Of which £1,145.57 was fundraising and charitable donations.

Payments (wages, rent, fundraising, food, drink, consumables, insurance, registration, equipment, admin, other)

April 2021-March 2022 £137,970.54 (13% increase from April 2020-March 2021)

Overall profit for that financial year was £8,490.82. This has been ringfenced for emergency funds.

This has been my first year as Treasurer for the Preschool. It has been a learning curve with plenty of opportunity for personal growth and development. Monthly meetings with the committee in order to share ideas and have adult conversation have been great, and I have made many friends along the way.

I would like to thank the management, staff and committee for a fantastic year. I feel proud to be part of the team.

Profit and Loss

St Michaels Playgroup For the year ended 31 March 2022

2022

Turnover

Donation	592.13
Early Years Education Funding	118,159.74
Fees For Playgroup Sessions	24,081.15
Fund Raising - Photographs/ Tea towels	969.44
Other Revenue	1,955.00
Registration Deposits	655.90
School Uniform	48.00
Total Turnover	146,461.36

Gross Profit

146,461.36

Administrative Costs

Accountancy fees	2,336.80
Administration	1,200.81
Children's Play Equipment / Visitors	1,944.25
Cleaning	1,226.65
Consumables and Stationery	2,295.52
Employers National Insurance	886.37
Fund Raising	40.00
Fund Raising - Photographs & T Shirts	929.40
Insurance & Registration Fees	901.66
Milk & Snack	719.56
Pensions Costs	1,051.12
Rent / Premises Cost	9,874.67
Repairs & Maintenance	137.67
Salaries	112,763.89
Staff Training	1,003.59
Subscriptions	294.34
Telephone & Internet	131.24
Travel	233.00
Total Administrative Costs	137,970.54

Operating Profit

8,490.82

Profit on Ordinary Activities Before Taxation

8,490.82

Profit after Taxation

8,490.82



Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name
St Michael's Preschool

On accounts for the year ended

31/03/2022	Charity no (if any)	1032123
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Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

- It is my responsibility to:
- examine the accounts (under section 43 of the Act, as amended),
 - to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
 - to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention (~~other than that disclosed below~~*)

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: Gemma Coombes

Date: 13/10/2022

Name: Gemma Coombes

Relevant professional qualification(s) or body (if any): Member of the Institute of Certified Bookkeepers
MICB

Address: Cedar Gables, Penton Mewsey
Andover
Hampshire SP11 0RQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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

The opening balance on the accounting system for the bank is incorrect, when reconciling I can confirm all transactions for the year are correct and the opening balance amendment has been requested. The opening balance is £23022.01 but entered onto Xero as £23506.60 and the closing balance reflects the same difference.

The Petty Cash is a minus balance but this is a timing issue and resolved soon after with funds being put back into the petty cash.

ST MICHAELS PLAYGROUP

England & Wales - Charity number 1032123

Accounts

Committee Meeting: 13th October 2021
Present: AKN, CRO, DCE, NRT, KGN, TRA

Agenda item:	Notes:	Follow up?
Treasurer's report (CRO)	<ul style="list-style-type: none"> • 	
Manager's report (NRT)	<ul style="list-style-type: none"> • 	●
Standing down & new committee	<ul style="list-style-type: none"> • CRO stood down from treasurer • Kelly Nunn stood for treasurer NRT seconded. • Caitlin stood for secretary • CRO seconded • 	
AOB	<ul style="list-style-type: none"> • S 	●

St Michael's Pre-School

RECEIPTS

Date	Description	No	Total	Transfer From IAS	Milk Claim	Lunch Club	Fees For Playgroup Sessions
02/04/20	HCC		£8,172.79				
23/04/20	Elliman - scooter		£30.00				
27/04/20	K Logan - M.S		£15.00				
27/04/20	H Griffiths - sponsored scoot		£25.00				
30/04/20	D Grinham		£96.00				£96.00
30/04/20	HCC		£31,509.64				
06/05/20	Sarah Reynolds		£15.00				
15/05/20	Okee		£70.04				£40.04
26/05/20	46Andover		£25.00				£25.00
22/06/20	J&E Taylor - registrationmt		£15.00				
26/06/20	K Griffin - feeshg		£56.40				£56.40
29/06/20	C Rollo		£9.00				
29/06/20	DH Wfru		£45.00				£45.00
30/06/20	Thapa & Kark registrationat		£15.00				
02/07/20	Fees		£65.00				£65.00
02/07/20	Fees		£30.00				£30.00
09/07/20	Barclays		£250.00				
13/07/20	Elliman		£90.00				£90.00
27/07/20	Fees		£50.00				£50.00

St Michael's Pre-School

RECEIPTS

Date	Description	No	Total	Transfer From IAS	Milk Claim	Lunch Club	Fees For Playgroup Sessions
05/08/20	TSO refund		£12.98				
15/09/20	Palomo C 2tables		£175.00				
20/08/20	K Saywell Registration AS		£15.00				
21/08/20	R Burnell Noah Crowson Fee		£15.00				
28/08/20	HCC		£5,326.74				
07/09/20	T Rana fees RR		£15.00				
07/09/20	DJ Garman - feesHS		£15.00				
08/09/20	OKee		£40.04				£40.04
10/09/20	D Grinam uniformLG		£17.50				
14/09/20	N Pungarbuja - registrationNG		£15.00				
29/09/20	HCC		£20,280.86				
01/10/20	RegistratonSC		£15.00				
01/10/20	Gris86300		£123.24				£123.24

St Michael's Pre-School

RECEIPTS

Date	Description	No	Total	Transfer From IAS	Milk Claim	Lunch Club	Fees For Playgroup Sessions
01/10/20	FeesHG		£187.10				£187.10
09/10/20	Deposit		£160.00				£160.00
09/10/20	Cheque - Gurung		£447.00				
09/10/20	Cheque		£3,461.20				£3,461.20
12/10/20	Christopher Gumn - Olivia		£112.71				£112.71
12/10/20	Taylor J&E - feesmt		£117.40				£117.40
23/10/20	Burns Eda - KPB		£15.00				
26/10/20	Martin Aslett		£175.00				£175.00
02/11/20	K Logan - M.S		£133.70				£133.70
02/11/20	K Griffin - feeshg		£202.10				£202.10
03/11/20	Vcha49448		£205.00				£205.00
04/11/20	HCC		£8,798.77				
06/11/20	Taylor J&E - feesmt		£117.40				£117.40
13/11/20	Christopher Gumn - Olivia		£112.71				£112.71
18/11/20	Cheque - registration fee		£20.00				
23/11/20	R Burnell - Noah Croswon		£8.50				
23/11/20	Hilton K&OC EH registration		£15.00				
23/11/20	Matthew Bungay		£90.00				£90.00
24/11/20	Elliman		£8.50				

St Michael's Pre-School

RECEIPTS

Date	Description	No	Total	Transfer From IAS	Milk Claim	Lunch Club	Fees For Playgroup Sessions
30/11/20	K Logan - M.S		£133.70				£133.70
01/12/20	Gris86300		£123.24				£123.24
02/12/20	A Keenan		£8.50				
02/12/20	Cash		£200.00				£2.50
02/12/20	cheques		£17.00				
02/12/20	cheque		£84.30				
03/12/20	Gris86300		£123.24				£123.24
03/12/20	K Griffin - feeshg		£202.10				£202.10
04/12/20	Reward Gateway - Ruairi Woodley		£210.00				£210.00
07/12/20	Taylor J&E - feesmt		£117.40				£117.40
07/12/20	Gurung R		£411.80				£411.80
08/12/20	HCC		£180.00				
11/12/20	Matthew Bungay		£8.50				£8.50
11/12/20	Christopher Gumn - Olivia		£112.71				£112.71
14/12/20	Registration MSR		£15.00				
15/12/20	Registration AS		£15.00				
17/12/20	HCC		£90.00				
04/01/21	Gris86300		£123.24				£123.24
11/01/21	Christopher Gumn - Olivia		£112.71				£112.71

St Michael's Pre-School

RECEIPTS

Date	Description	No	Total	Transfer From IAS	Milk Claim	Lunch Club	Fees For Playgroup Sessions
11/01/21	Taylor J&E - feesmt		£117.40				£117.40
14/01/21	HCC - refund		£12.00				
14/01/21	HCC - refund		£12.00				
15/01/21	Rist M & V - George Rist Uniform		£26.00				
15/01/21	K Griffin - feeshg		£202.10				£202.10
18/01/21	Andrew Whitchurch - fees L Whitchurch		£727.50				£727.50
19/01/21	L Seabrooke		£351.00				£351.00
27/01/21	HCC		£28,416.97				£28,416.97
28/01/21	Gurung R feeskg		£349.40				£349.40
01/02/21	K Griffin Donation		£5.00				
03/02/21	K Bradbury		£150.00				£150.00
03/02/21	Hilton K&OC E Hilton		£167.70				£167.70
03/02/21	Cash deposit - xmas party and uniform		£140.00				
03/02/21	Cheque - E Bradbury registration		£15.00				
04/02/21	Gris86300		£307.00				£307.00
08/02/21	Taylor J&E - feesmt		£109.60				£109.60
10/02/21	HCC		£30.00				
10/02/21	Refund HCC		£12.00				
11/02/21	Amazon		£8.01				

St Michael's Pre-School

RECEIPTS

Date	Description	No	Total	Transfer From IAS	Milk Claim	Lunch Club	Fees For Playgroup Sessions
15/02/21	Barnfather & Beats - registration		£15.00				
17/02/21	Robinson&Sale fees MR		£309.40				£309.40
18/02/21	Warr J M registration EW		£15.00				
23/02/21	K Griffin fees hg		£236.00				£236.00
23/02/21	HCC		£255.54				
01/03/21	Taylor J&E - feesmt		£109.60				£109.60
01/03/21	K Logan - M.S		£133.70				£133.70
01/03/21	Christopher Gumn - Olivia		£723.10				£723.10
04/03/21	Gris86300		£348.00				£348.00
05/03/21	K Bradbury		£100.00				£100.00
05/03/21	Eduzone - refund		£32.94				
22/03/21	K Griffin		£236.00				£236.00
24/03/21	Paypal		£0.01				
24/03/21	Z Souber		£15.00				
25/03/21	HCC		£192.00				
29/03/21	HCC		£150.00				
30/03/21	C Rollo		£5.00				
30/03/21	HCC		£530.94				
31/03/21	K Griffin		£8.00				

St Michael's Pre-School

RECEIPTS

Date	Description	No	Total	Transfer From IAS	Milk Claim	Lunch Club	Fees For Playgroup Sessions
31/03/21	Gurung R feeskg		£411.80				£411.80
01/04/21	K Logan - M.S		£133.70				£133.70

Total To Date				£118,445.17	
Early Years Education Funding	Fund Raising - Photographs/ Tea towels	Donation	Other	School Uniform	Registration Deposits
£8,172.79					
		£30.00			
					£15.00
		£25.00			
£31,509.64					
					£15.00
		£30.00			
					£15.00
				£9.00	
					£15.00
			£250.00		

Total To Date				£118,445.17	
Early Years Education Funding	Fund Raising - Photographs/ Tea towels	Donation	Other	School Uniform	Registration Deposits
			£12.98		
			£175.00		
					£15.00
					£15.00
£5,326.74					
					£15.00
					£15.00
				£17.50	
					£15.00
£20,280.86					
					£15.00

Total To Date				£118,445.17	
Early Years Education Funding	Fund Raising - Photographs/ Tea towels	Donation	Other	School Uniform	Registration Deposits
		£447.00			
					£15.00
£8,798.77					
					£20.00
			£8.50		
					£15.00
			£8.50		

Total To Date				£118,445.17	
Early Years Education Funding	Fund Raising - Photographs/ Tea towels	Donation	Other	School Uniform	Registration Deposits
			£8.50		
			£163.50	£34.00	
			£17.00		
	£84.30				
£180.00					
					£15.00
					£15.00
£90.00					

Total To Date				£118,445.17	
Early Years Education Funding	Fund Raising - Photographs/ Tea towels	Donation	Other	School Uniform	Registration Deposits
£12.00					
£12.00					
				£26.00	
		£5.00			
			£131.00	£9.00	
					£15.00
£30.00					
£12.00					
			£8.01		

Total To Date				£118,445.17	
Early Years Education Funding	Fund Raising - Photographs/ Tea towels	Donation	Other	School Uniform	Registration Deposits
					£15.00
					£15.00
£255.54					
			£32.94		
					£15.00
£192.00					
£150.00					
		£5.00			
£530.94					
		£8.00			

Total To Date				£118,445.17	
Early Years Education Funding	Fund Raising - Photographs/ Tea towels	Donation	Other	School Uniform	Registration Deposits

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
03/04/20	Nest		£75.99		£75.99		
14/04/20	Fawcetts		£336.00				
16/04/20	YPO		£12.90				
17/04/20	Nursery Nook Training		£10.00				
17/04/20	Nursery Nook Training		£60.00				
21/04/20	Weyhill stores		£0.58				
24/04/20	Tax/NI		£545.24		£545.24		
24/04/20	Ann Marie Scarr		£568.52		£568.52		
24/04/20	Caroline White		£838.60		£838.60		
24/04/30	Helen Griffiths		£943.85		£943.85		
24/04/20	Nicola Coleman		£1,131.41		£1,131.41		
24/04/20	Sue Sibley		£1,148.01		£1,148.01		
24/04/20	Jane Rafferty		£1,275.59		£1,275.59		
24/04/20	Naomi Rist		£1,285.45		£1,285.45		
27/04/20	Biffa		£155.04			£155.04	
27/04/20	Asda		£23.50				
27/04/20	Post Office		£36.48				
28/04/20	Vodafone		£32.37			£32.37	

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
29/04/20	Cosy Homes		£2,090.00				
04/30/2020	Rent		£678.11			£678.11	
01/05/20	Nest		£72.28		£72.78		
04/05/20	Helen Griffiths		£27.00			£27.00	
05/05/20	Weyhill stores		£3.50				
07/05/20	Kenyons		£0.67				
11/05/20	Jigsaw Early Years		£298.80				
11/05/20	Tesco		£16.07				
12/05/20	Kenyons		£3.52				
13/05/20	Amazon		£5.37				
13/05/20	Amazon		£145.50				
13/05/20	Cash withdrawal		£50.00				
21/05/20	SurveyMonkey		£29.00				
21/05/20	Kenyons		£1.95				
26/05/20	Biffa		£66.72			£66.72	
27/05/20	YPO		£8.18				
27/05/20	YPO		£53.46				
28/05/20	Vodafone		£32.37			£32.37	

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
29/05/20	Rent		£678.11			£678.11	
29/05/20	Nicole Beale		£218.92		£218.92		
29/05/20	Tax/NI		£601.84		£601.84		
29/05/20	Ann Marie Scarr		£654.64		£654.64		
29/05/20	Caroline White		£838.60		£838.60		
29/05/20	Helen Griffiths		£964.70		£964.70		
29/05/20	Nicola Coleman		£1,149.65		£1,149.65		
29/05/20	Sue Sibley		£1,166.45		£1,166.45		
29/05/20	Jane Rafferty		£1,299.37		£1,299.37		
29/05/20	Naomi Rist		£1,321.91		£1,321.91		
01/06/20	Tesco		£69.87				
02/06/20	Kenyons		£6.93				
03/06/20	Nest		£82.53		£82.53		
04/06/20	Pre School Learning		£108.00				£108.00
04/06/20	Weyhill stores		£1.25				
09/06/20	Post Office		£36.80				
09/06/20	Stitch-a-logo		£65.50				
09/06/20	Weyhill stores		£1.25				

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
09/06/20	Post Office		£2.30				
11/06/20	Post Office		£35.73				
12/06/20	Amazon		£128.27				
12/06/20	Kenyons		£4.11				
16/06/20	Weyhill stores		£1.25				
17/06/20	Kenyons		£6.01				
19/06/20	Weyhill stores		£1.25				
19/06/20	Tesco		£15.73				
22/06/20	Biffa		£47.61			£47.61	
22/06/20	Surveymonkey		£29.00				
23/06/20	Tesco photo		£2.75				
25/06/20	Weyhill stores		£2.50				
26/06/20	Vodafone		£30.59			£30.59	
26/06/20	Nicole Beale		£248.39		£248.39		
26/06/20	Caroline White		£681.78		£681.78		
26/06/20	Tax/NI		£816.29		£816.29		
26/06/20	Ann Marie Scarr		£817.59		£817.59		
26/06/20	Helen Griffiths		£991.24		£991.24		

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
26/06/20	Nicola Coleman		£1,107.01		£1,107.01		
26/06/20	Sue Sibley		£1,223.15		£1,223.15		
26/06/20	Jane Rafferty		£1,365.68		£1,365.68		
26/06/20	Naomi Rist		£1,371.16		£1,371.16		
29/06/20	Wordpress		£16.00				
29/06/20	Wordpress		£60.00				
29/06/20	Weyhill stores		£6.00				
30/06/20	Rent		£678.11			£678.11	
30/06/20	Kenyons		£6.30				
01/07/20	Nest		£100.42		£100.42		
01/07/20	Cash withdrawal		£100.00				
06/07/20	Vistaprint		£24.29				
06/07/20	Baker Ross		£76.95				
07/07/20	Tesco		£6.55				
07/07/20	Kenyons		£7.46				
10/07/20	Weyhill Stores		£1.25				
16/07/20	Tesco		£8.05				
21/07/20	Surveymonkey		£29.00				

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
22/07/20	Clearabee		£84.99			£84.99	
22/07/20	WH Smith		£10.98				
23/07/20	Clearabee		£225.00			£225.00	
27/07/20	Biffa		£97.73			£97.73	
27/07/20	Gemma Coombes		£100.00				
28/07/20	Vodafone		£32.37			£32.37	
31/07/20	Rent		£678.11			£678.11	
31/07/20	Nicole Beale		£304.41		£304.41		
31/07/20	Tax/NI		£733.31		£733.31		
31/07/20	Ann Marie Scarr		£759.96		£759.96		
31/07/20	Caroline White		£869.29		£869.29		
31/07/20	Helen Griffiths		£967.54		£967.54		
31/07/20	Nicola Coleman		£1,068.54		£1,068.54		
31/07/20	Sue Sibley		£1,181.72		£1,181.72		
31/07/20	Jane Rafferty		£1,326.53		£1,326.53		
31/07/20	Naomi Rist		£1,335.32		£1,335.32		
05/08/20	Nest		£91.67		£91.67		
06/08/20	Jigsaw Early Years		£266.40				

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
12/08/20	Amazon		£46.95				
20/08/20	Tesco		£6.55				
21/08/20	Surveymonkey		£29.00				
24/08/20	Biffa		£124.03			£124.03	
25/08/20	Tesco photo		£2.25				
25/08/20	HCC		£50.59				
25/08/20	HCC		£73.01				
25/08/20	Post Office		£32.20				
26/08/20	Vodafone		£32.37			£32.37	
28/08/20	Nest		£84.03		£84.03		
28/08/20	Rent		£678.11			£678.11	
28/08/20	Tax/NI		£636.35		£636.35		
28/08/20	Ann Marie Scarr		£729.61		£729.61		
28/08/20	Caroline White		£838.60		£838.60		
28/08/20	Helen Griffiths		£943.85		£943.85		
28/08/20	Nicola Coleman		£1,031.67		£1,031.67		
28/08/20	Sue Sibley		£1,147.81		£1,147.81		
28/08/20	Jane Rafferty		£1,275.59		£1,275.59		

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
28/08/20	Naomi Rist		£1,285.25		£1,285.25		
03/09/20	Amazon		£9.95				
07/09/20	Amazon		£142.37				
07/09/20	YPO		£328.32				
07/09/20	Tesco		£5.70				
08/09/20	Kenyons		£6.15				
10/09/20	Weyhill Stores		£6.73				
11/09/20	Asda		£9.50				
14/09/20	Tesco photo		£2.75				
14/09/20	Microsoft		£79.99				
14/09/20	HCC		£130.37				
14/09/20	Tesco		£23.17				
16/09/20	Weyhill Stores		£6.24				
16/09/20	Kenyons		£7.77				
21/09/20	Biffa		£124.03			£124.03	
21/09/20	Surveymonkey		£29.00				
23/09/20	Weyhill Stores		£5.24				
25/09/20	Nicole Beale		£39.24		£39.24		

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
25/09/20	Tax/NI		£600.17		£600.17		
25/09/20	Ann Marie Scarr		£729.61		£729.61		
25/09/20	Caroline White		£838.60		£838.60		
25/09/20	Helen Griffiths		£943.85		£943.85		
25/09/20	Nicola Coleman		£955.93		£955.93		
25/09/20	Sue Sibley		£1,148.01		£1,148.01		
25/09/20	Jane Rafferty		£1,275.59		£1,275.59		
25/09/20	Naomi Rist		£1,285.45		£1,285.45		
28/09/20	Vodafone		£32.37			£32.37	
28/09/20	Tesco photo		£3.00				
28/09/20	tsohost		£8.34				
30/09/20	Rent		£678.11			£678.11	
30/09/20	Kenyons		£14.82				
01/10/20	nest		£84.03			£84.03	
06/10/20	Tesco		£4.50				
07/10/20	Tesco		£12.20				
12/10/20	Tesco photo		£3.00				
12/10/20	Tesco photo		£25.00				

Date		No	Total	Transfers To IAS Account to Date	Staff Wages	Rent / Premises Costs	Insurance & Registration Fees
14/10/20	Tesco		£37.55				
19/10/20	Amazon		£30.99				

el's Pre-School

PAYMENTS

			Total To Date			£121,891.67	
Milk & Snack	Consumables, Stationery	Training	Administration	Fund Raising - Photographs & T Shirts	Children's Play Equipment / Visitors	Coaches For Trips, Christmas, Easter and Leaving	Football Training
			£336.00				
	£12.90						
		£10.00					
		£60.00					
£0.58							
	£23.50						
	£36.48						

el's Pre-School

PAYMENTS

			Total To Date			£121,891.67	
Milk & Snack	Consumables, Stationery	Training	Administration	Fund Raising - Photographs & T Shirts	Children's Play Equipment / Visitors	Coaches For Trips, Christmas, Easter and Leaving	Football Training
						£2,090.00	
£3.50							
£0.67							
		£298.80					
	£16.07						
£3.52							
	£5.37						
	£145.50						
						£50.00	
			£29.00				
£1.95							
	£8.18						
	£53.46						

el's Pre-School

PAYMENTS

			Total To Date			£121,891.67	
Milk & Snack	Consumables, Stationery	Training	Administration	Fund Raising - Photographs & T Shirts	Children's Play Equipment / Visitors	Coaches For Trips, Christmas, Easter and Leaving	Football Training
			£2.30				
			£35.73				
	£128.27						
£4.11							
£1.25							
£6.01							
£1.25							
	£15.73						
			£29.00				
	£2.75						
	£2.50						

el's Pre-School

PAYMENTS

			Total To Date			£121,891.67	
Milk & Snack	Consumables, Stationery	Training	Administration	Fund Raising - Photographs & T Shirts	Children's Play Equipment / Visitors	Coaches For Trips, Christmas, Easter and Leaving	Football Training
				£16.00			
				£60.00			
£6.00							
£6.30							
							£100.00
							£24.29
							£76.95
	£6.55						
£7.46							
£1.25							
£8.05							
				£29.00			

el's Pre-School

PAYMENTS

			Total To Date			£121,891.67	
Milk & Snack	Consumables, Stationery	Training	Administration	Fund Raising - Photographs & T Shirts	Children's Play Equipment / Visitors	Coaches For Trips, Christmas, Easter and Leaving	Football Training
	£46.95						
	£6.55						
			£29.00				
			£2.25				
			£50.59				
			£73.01				
			£32.20				

el's Pre-School

PAYMENTS

			Total To Date			£121,891.67	
Milk & Snack	Consumables, Stationery	Training	Administration	Fund Raising - Photographs & T Shirts	Children's Play Equipment / Visitors	Coaches For Trips, Christmas, Easter and Leaving	Football Training
	£9.95						
	£142.37						
	£328.32						
	£5.70						
£6.15							
£6.73							
	£9.50						
	£2.75						
			£79.99				
	£130.37						
	£23.17						
£6.24							
£7.77							
			£29.00				
£5.24							

PAYMENTS

			Total To Date			£121,891.67	
Milk & Snack	Consumables, Stationery	Training	Administration	Fund Raising - Photographs & T Shirts	Children's Play Equipment / Visitors	Coaches For Trips, Christmas, Easter and Leaving	Football Training
	£37.55						
	£30.99						

**St Michael's Pre-School
April 2020- March 2021
TOTALS**

	Current Account	Deposit Account (IAS)	Petty Cash	Total	
Opening balance	£26,595.25		£24.23		£26,468.96
Income					
Bank Interest and ISA Transfer	£0.00	£26.34		£26.34	
Milk Claim	£0.00			£0.00	
Lunch Club	£0.00			£0.00	
Fees For Playgroup Sessions	£41,056.15			£41,056.15	
Early Years Education Funding	£75,553.28			£75,553.28	
Fund Raising - Photographs/ Tea towels	£84.30			£84.30	
Donation	£550.00			£550.00	
Other	£815.93			£815.93	
School Uniform	£95.50			£95.50	
Registration Deposits	£290.00			£290.00	
Total Income	£118,445.16	£26.34	£0.00	£118,471.50	
Expenditure					
Staff Wages	£91,443.11			£91,443.11	
Rent / Premises Costs	£18,900.43			£18,900.43	
Insurance & Registration Fees	£108.00			£108.00	
Milk & Snack	£1,091.92			£1,091.92	
Travel				£0.00	
Consumables and Stationery	£3,896.02			£3,896.02	
Training	£635.20			£635.20	
Administration	£1,645.21			£1,645.21	
Telephone				£0.00	
Fund Raising - Photographs & T Shirts	£65.50			£65.50	
Children's Play Equipment / Visitors	£1,183.08			£1,183.08	
Other (ie Parties, Coaches For Trips, Christmas, Easter and Leaving Gifts For Children)	£2,923.69			£2,923.69	
Football Training	£0.00			£0.00	
Total Expenditure	£121,892.16	£0.00	£0.00	£121,892.16	
Transfer From IAS		£0.00			
Closing Balance	£23,148.25	£0.00	£24.23	-£3,420.66	
Balance per bank/cash					
Difference	-£3,447.00	£0.00	£0.00	-£3,420.66	
	£23,148.30				



Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name
St Michael's Preschool

On accounts for the year ended

31/03/2021	Charity no (if any)	1032123
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Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention (~~other than that disclosed below~~*)

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: Gemma Coombes

Date: 10/07/2021

Name: Gemma Coombes

Relevant professional qualification(s) or body (if any): Member of the Institute of Certified Bookkeepers
MICB

Address: 25 Highlands Road
Andover
Hampshire SP10 3PX

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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

None to report