

RADIPOLE PRE-SCHOOL

England & Wales · Charity number 1032562

Details

Other names	RADIPOLE PLAYGROUP
Status	Registered
Legal form	Other
Registered	1994-02-23
Register	View on the Charity Commission register

Contact

Address	Ratcliffe Hall Queens Road Weymouth DT3 5EX
Phone	07966 736919
Email	radipolepreschool@yahoo.co.uk
Website	http://www.radipolepreschool.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: Our Charity provides education and play for pre school aged children.

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** Education/training
- **Who:** Children/young People, People With Disabilities

Geography

- Dorset

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£147,606	£121,905	-	-
2023-12-31	£106,364	£107,479	-	-
2022-12-31	£104,125	£115,081	-	-
2021-12-31	£110,592	£115,148	-	-
2020-12-31	£101,329	£99,030	-	-

Trustees

Name	Role	Appointed
Christopher Tomlin		2025-09-01
Lauren Tomlin		2025-09-01
Marcus Pitt		2023-05-24
Sara Samuel		2021-11-16
Susan Manvell		2022-07-17

RADIPOLE PRE-SCHOOL

England & Wales - Charity number 1032562

Accounts

RADIPOLE PRESCHOOL AGM

11TH FEBRUARY 2025 7.15PM

IN ATTENDANCE

Susan Manvell, Dominique Taylor, Lindsay Mullen, Jo Lloyd, Kirsty Blackburn, Kiri Cullen (Staff)

Nigel and Katie Coelho, Lisa Stone, Sara Samuel, Vicky Gorge, Emma Harvey, Hannah Lane, Hannah Cater, Kirsty Sheldon, Timothy Perry, Lauren and Chris Tomlin.

APOLOGIES from Emily Allen and Andreia Antunes.

N.C introduced himself as the chair of the committee; he welcomed and thanked all parents new and old for coming out that evening to attend the committee meeting.

MANAGERS REPORT

S.M read aloud the Managers report and reiterated the importance of the preschool having a parent committee. Radipole preschool is parent led committee and charity. Without the committee the preschool would not operate.

S.M informed the meeting that the preschool had a few available spaces for September 2025. The finances showed that the preschool is now operating 'in the black'

All staff training was currently up to date but that the First Aid training for all staff would need to be renewed in 2025.

Staff member Kirsty Blackburn's daughter is going to start her childcare apprenticeship in September and will be working at the preschool. We have also welcomed Kiri Cullen as a new staff member.

From September funding for working parents will be available for all children aged 9 months and above. Catherine our finance officer has been looking at the impact that the rise in the minimum wage and national insurance contribution due in April will have on the finances.

TREASURERS REPORT

S.S read aloud the Treasurers report.

It had been a better year with full up take of child places and the roll out of the two year old funding. The rent has increased to return to the full cost prior to the discount given

RADIPOLE PRE-SCHOOL**SUMMARY OF ACCOUNTS FOR YEAR ENDED 31ST DECEMBER 2024**

BALANCE AS OF 1 JANUARY 2024

£ 23,605.60

INCOME**EXPENDITURE**

DCC Funding	£ 105,698.27
Year 2 Funding	£ 16,465.22
SEN Funding	£ 793.34
Adjustments	£ 792.00
Fees	£ 18,019.10
Christmas DVD money	£ -
Outing	£ -
Sports Day	£ 1,289.57
Sweat Shirts/uniform	£ 375.00
Wowz Design	£ -
Photograph commission	£ -
Gifts	£ 500.00
Other fund raising	£ 2,889.69
Bank Interest	£ 193.80
Party Income	£ 460.79
Miscellaneous	£ 130.00

Employment costs	£ 107,293.71
Pensions	£ 4,061.91
Rent	£ 2,734.00
Training & Ofsted Fees	£ 221.00
PLA Insurance	£ 841.71
Accountancy Fees	£ 840.00
Mobile Phone	£ 371.94
Toys & Equipment	£ 1,074.68
Gifts	£ 413.02
Charitable donations	£ -
Microsoft O/IRIS Payroll	£ 778.80
Sports Day Expenses	£ -
AGM & meeting expenses	£ 46.44
Refreshments	£ 96.32
Stationery	£ 71.21
Music & Dance	£ 468.60
Cleaning	£ 515.36
Cooking	£ 125.26
Cool Milk	£ -
Ink Cartridges/wifi	£ 467.06
Party expenses	£ 156.93
Refuse Collection	£ 472.17
Sweat Shirts	£ 301.70
DBS checks	£ 103.37
Christmas DVDS	£ -
Music, Pay & Lottery fees	£ 150.82
Hall maintenance	£ 220.00
Bank Charges	£ 79.40
Miscellaneous	£ -

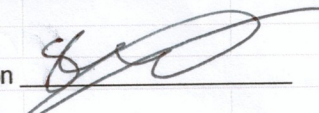

TOTAL INCOME £ 147,606.78**TOTAL EXPENDITURE £ 121,905.41****BALANCE AS OF 31ST DECEMBER 2024****£ 49,306.97**

Bank (Treasurers Account)	£ 34,073.69
Bank (Deposit a/c)	£ 14,884.43
Cash box	£ 348.85

£ 49,306.97

Pre-School Treasurer - Mrs Sara Samuel

Agreed by committee on

17.03.25



Section A

Independent Examiner's Report

Report to the trustees

RADIPOLE PRE-SCHOOL

On accounts for the year
ended

31 DECEMBER 2024

Charity no
(if any)

1032562

Set out on pages

3 (Three)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2024**.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below*~~) which gives me cause to believe that in, any material respect:

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

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

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

Signed:

Date:

14/3/25

Name:

JAMES BROOM

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

CHARTERED TAX ADVISOR

Address:

AZETS, BLANDFORD FORUM, SALISBURY ROAD

RADIPOLE PRE-SCHOOL

England & Wales - Charity number 1032562

Accounts

RADIPOLE PRE-SCHOOL

ANNUAL GENERAL MEETING

Meeting held on the 12th of March 2024 at 7pm.

Present : Nigel Coelho, Katie Coelho, Emily Allen, Hannah Cater, Lauren Tomlin, Emma Harvey, Chris Judd, Jess Pitt and Emma Hocking.

Staff attendance : Susan Manvell, Max Hayward, Dominique Taylor, Jo Lloyd, Kirsty Blackburn and Andrea Antunes.

Apologies from Lindsay Mullen (staff) Hannah Lane and Emma Rowley who were unable to attend.

INTRODUCTIONS

Nigel Coelho the chair of the committee welcomed all the parents and carers and thanked them for coming to the AGM. After explaining the plan for the meeting, the parents were asked to introduce themselves.

MANAGERS REPORT

Sue thanked all for coming to the meeting and for the continued support from the parents and carers for the pre-school.

Sue explained that the pre-school is full and fully booked for September 2024 with only a few remaining spaces left for September 2025.

The pre-school is still currently running at a slight loss as detailed in the treasurers report. There is hope that things are improving. Sue explained the rising costs still against us. For example the increase in the minimum wage, insurance and general running costs.

Sue briefly explained the changes planned from April 2024 to 2year funding for working parents. From September 2025 working parents can claim 30 hours from the age of 9 months. The funding rate was discussed as was the unknown impact of the funding changes on the pre-school in relation to hours/parental requirements going forward.

The room discussed general struggles for Early years in general to provide spaces and care for children.

The Church trustees are still kindly supporting us with a temporary reduction in the fees paid to rent the hall. Staff training has also had to be

paid out this year. Sue introduced the staff, their qualifications and responsibilities to the room.

Nigel commented that we should no longer reserve places for children to increase

hours, Sue answered that we are no longer doing this as we have more demand for places. Sue mentioned having to turn parents away because we are full. The contributions of £10 for resources and consumables have helped. We cannot charge extra in addition to the paid funding and will not charge top up fee's. Katie praised the staffing levels (over ratio) as being key staff being able to spend time with children and provide quality care. Sue acknowledged this. We want to continue to provide high quality care and learning opportunities for our children by keeping to the same staffing levels despite increase in wages and general costs.

TREASURERS REPORT

Jo Lloyd read aloud the Treasurers report from the book keeper. This confirmed that despite another hard financial year the deficit was much less than the previous year and year before that. The fundraising that the committee had done in the last year had been fantastic. The pre-school has continued to take on children that need extra support but without the aid of previous services and funding. But staffing levels are stable and the children happy. Sue asked Jess to explain to the committee about a local man who has made several generous donations to the Pre-school. We are also hoping to source a much needed new lap top thanks to a generous offer of support from a parent.

Sue said that the fundraising this past year had been amazing and thanked the parents/carers involved. Quizzes, disco's, litter picks and more have been a great opportunity for parents/carers and children to get together.

Nigel said he was so pleased with the events organised. The committee went on to discuss Sports Day/Funday which will be held again at Redlands in June.

Katie said we need to get a date in the diary. Date to be set. The parent/carers will meet on another date to discuss plans for fund raising on this day. Nigel hoped to replicate the success of last years event. (BBQ, soft play, stalls, raffle, cake sale?)

Chris mentioned that he had some lucky scratch cards from a previous event that they could use.

ELECTION OF A NEW COMMITTEE

Nigel and Katie Coelho are happy to remain as Chairperson and Vice Chair. Sara Samuel will remain as Treasurer.

Emma Harvey and Marcus Pitt will remain on the committee. In addition Hannah Lane, Emily Allen and Hannah Cater will join as named members of the committee. All names were proposed and seconded.

Nigel then adopted and signed all of the policies and procedures for the Pre-school as the chair of the committee.

He thanked all for attending the meeting. In other business the parents discussed volunteering time to help the preschool and an up and coming sponsored walk.

The meeting closed at 8.15pm.



Section A Independent Examiner's Report

Report to the trustees

RADIPOLE PRE-SCHOOL

On accounts for the year
ended

31 DECEMBER 2023

Charity no
(if any)

1032562

Set out on pages

3 (Three)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2023**.

Responsibilities and
basis of report

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

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Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

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

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

Signed:

Date:

8 March 2024

Name:

JAMES BROOM

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

CHARTERED TAX ADVISER

Address:

AZETS, BADGER HOUSE, SALISBURY ROAD

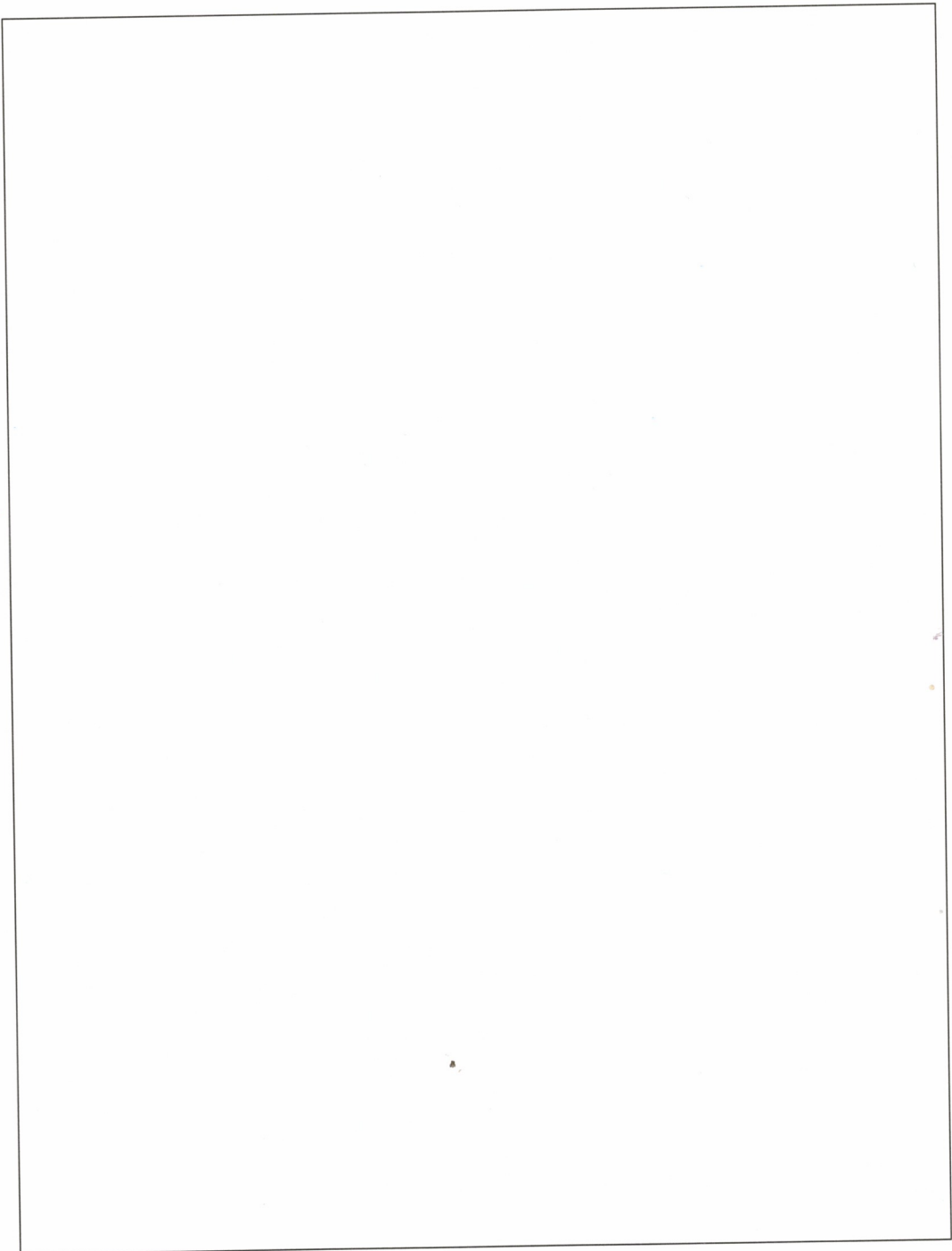
BLANDFORD FORUM, DORSET, DT11 7QD

Section B

Disclosure

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

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

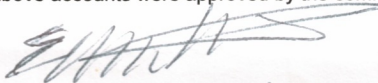


RADIPOLE PRE-SCHOOL

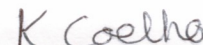
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022		
	£	£	£	£
RECEIPTS				
Funding - DCC		81,152.54		78,894.22
Fees		18,418.97		16,530.51
Year 2 Funding		1,058.70		3,737.67
SEN Funding		479.96		1,775.00
Adjustments		355.74		-
Sports day		847.50		1,071.47
Party Income		235.58		180.36
Other fundraising		2,023.19		970.99
Sweatshirts etc.		532.00		347.40
Photograph commission		290.13		226.58
Gifts		830.00		350.00
Wowz Design		-		22.50
Bank interest		140.49		18.54
		106,364.80		104,125.24
PAYMENTS				
Employment costs	91,085.84		100,191.41	
Rent	5,110.00		3,294.00	
Toys and equipment	1,736.14		1,780.53	
Pensions	3,132.30		3,115.12	
Outings			-	
PLA insurance	803.44		780.47	
Party expenses			126.99	
Accountancy fees	768.00		775.20	
Gifts	115.00		628.98	
Ink cartridges/Wifi	503.76		276.57	
Training and Ofsted fees	940.00		494.30	
Mobile telephone and iPad	488.81		805.92	
Refreshments	85.91		91.27	
Sweatshirts etc.	702.10		470.75	
Music/dance lessons	430.00		554.50	
Refuse collection	485.64		477.74	
Microsoft Office/12 Pay	87.60		59.99	
Stationery	83.78		72.83	
Cleaning	417.44		360.12	
DBS checks	127.46		119.69	
DVD printing/Christmas DVDs	77.17		-	
Cooking	48.23		41.74	
Bank charges	65.60		65.65	
Miscellaneous	34.00		22.40	
AGM and meeting expenses	12.95		16.85	
Sports day expenses	-		330.00	
Music, Pay & Lottery fees	138.39		128.43	
		107,479.56		115,081.45
SURPLUS/(DEFICIT) FOR THE YEAR		(1,114.76)		(10,956.21)
Retained surplus brought forward		24,720.53		35,676.74
Retained surplus carried forward		23,605.77		24,720.53
REPRESENTED BY				
Cash at bank - Treasurers account		16,656.17		14,332.61
Cash at bank - Deposit account		6,723.33		9,582.84
Cash in hand		226.10		804.91
		23,605.60		24,720.36

The above accounts were approved by the committee on 12th March 2024



 Emma HARLEY



 KATIE COELHO



Section A Independent Examiner's Report

Report to the trustees	RADIPOLE PRE-SCHOOL		
On accounts for the year ended	31 DECEMBER 2023	Charity no (if any)	1032562
	Set out on pages 3 (Three)		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2023**.

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

Signed:  **Date:** 8 March 2024

Name: JAMES BROOM

Relevant professional qualification(s) or body (if any): CHARTERED TAX ADVISER

Address: AZETS, BADGER HOUSE, SALISBURY ROAD
BLANDFORD FORUM, DORSET, DT11 7QD

RADIPOLE PRE-SCHOOL

England & Wales - Charity number 1032562

Accounts

RADIPOLE PRE-SCHOOL **ANNUAL GENERAL MEETING**

Meeting held Wednesday 24th May 2023 at 7.00pm

Present:	Katie Coelho	Nigel Coelho	Emma Rowley
	Alex Dunnachie	Andy Evans	Emma Harvey
	Sami Austin	Jessica Marshall	Susan Manvell
	Max Hayward	Ally Comben	Joanna Lloyd
	Lindsay Mullen		

APOLOGIES: Sara Samuel, Hannah Lane and Dominique Taylor (staff)

WELCOME, INTRODUCTIONS – confidentiality formed signed.

NC opened the meeting by welcoming everyone to the meeting and thanked them for coming. He introduced himself, Katie, Emma and Sami as members of the committee.

MANAGERS' REPORT - Sue Manvell

SM thanked everyone for attending tonight and started by saying that we are a charitable Committee run preschool and are not able to run without a committee. She informed the meeting that Pre School was full for the next intake September 2023 and only had a few spaces available for Intake for 2024/25.

SM stated that the all day sessions are working well and not having children going home after lunch was less disruptive.

SM informed the meeting that Pre-school was still running at a loss with employment overheads being the main factor and that funding had only gone up by a minimal amount and did not cover the employment costs.

SM updated the meeting of the roles of staff.

SM informed the meeting that Mrs Lloyd has nearly finished her Level 3 qualification. Mrs Mullen is now the Lead Key person and we have a new member of staff – Andreia Antunes (Savannah's Mum) who has started and settled in well.

SM also mentioned that the staff had completed their Paediatric First Aid Training in February 2023.

Mrs Taylor has completed her level 3 Safeguarding Training.

Mrs Hayward, Mrs Mullen and Mrs Comben had completed their level 2 refresher training for level 2 Safeguarding.

SM also informed the meeting that from September the ratio for children to adults was changing to 1:5 for 2 years olds but we will be keeping our staff ratio the same, this means that if someone is sick etc we are still in ratio.

SM informed the meeting that from April 2024 all 2 year olds will be able to claim 15 hours funding, but at the moment does not know how this will affect us. AD asked who changed the ratios. SM informed him that it was the Government and a discussion took place with regards to the funding and ratios.

TREASURES' REPORT

SM read Sara's Treasurers Report to the meeting.

Our expenditure was currently £10,000 less than our income which was due to many reasons – increase in minimum wage, higher cost of fuel, equipment, and not a large enough increase in funding to cover the costs.

Ratcliff Hall Committee have kept the rent the same.

Our plan for next year is to continue to cut staff costs where we can, we have just renewed our phone plan and reduced the costs.

There are plans to increase 2 year old funding – we will increase our hourly rate for 2 year olds to match 3-4 year olds which is currently £4.52 per hour from September 2023.

As of 31st December 2022

Income £104,125.24

Total Expenditure £115,081.45.

Bank Treasure's account £14,332.61

Deposit Account £9,567.68

Cash Box £804.91

SM said that the Hall Trustees had not increased the rent this year.

FUNDRAISING FOR 2023/2024.

SM informed the meeting that we had brought new coat racks with the monies fundraised. Also, we have managed to reduce the cost of the phone contract from £70 to £26pm.

NC showed some concerns about how we will sustain the running costs in years to come with the present economic situation.

NC stated that we will push hard in September with fund raising events and stated that Pre-school was a good environment for the community. SM mentioned that we don't ask for any extra money from the parents like other settings i.e., for nappies/snacks etc.

NC suggested perhaps an extra £1 when we have outside Dance people come in.

SM said hopefully this will not be needed as it would have to be a voluntary contribution from the parents.

SA mentioned Hangers Heroes which could be of benefit for Pre-school and she said she would look into this. Information will be needed from SM.

ACTION - SA and SM

AE suggested Amazon Wish List would be a good idea. **NC agreed.**

Amazon Smile has now ceased.

ACTION – NC

NC informed the meeting that Bag2School made £75 for Pre-school.

KC said she was arranging Bag2school for November 2023.

ER also mentioned another charity called OLEO.

SM mentioned that she was looking at changing the way that Pre-school would be doing snacks in September and explained why.

JM mentioned some ideas that her and MP had for fundraising these included speaking to the Housing Development and Dunelm.

JM mentioned that she has chickens at home and suggested that we could sell the eggs for Pre-school.

SM asked if it would be possible for the children to come up and see the chickens at some point.

ACTION – Mrs Mullen to arrange with JM.

SA also mentioned The Ranch as another organisation that do a lot for charities.

CHAIRS REPORT

NC said that we have had a good year with fundraising and the nativity and he said that we have raised just over £2,000. He then informed the meeting of a few points he would like to mention:

- He praised the staff for good communication via newsletters and the Facebook page.
- A WhatsApp group for Information only for the parents so it gives another way of communication. This will be optional.
- Land Train trip for Parents only – cost £50 to book the whole train.
- Always looking for new members to join the committee.

ACTION – NC to send a letter out to parents regarding the WhatsApp details.

FUN DAY/SPORTS DAY

NC updated the meeting with regards to the Fun Day/Sports Day which will be held on 20th June 2023 – time 10.00hrs – 14.30hrs and run as the same format as last year (Fun play in the morning and Sports day in the afternoon)

SM reiterated that the Pre-school will be CLOSED on the day of Fun Day/Sports Day.

KC informed the meeting about the £5 envelopes.

The committee would meet to discuss the details of Fun Day.

AE informed the meeting that his wife had approached Morrisons/Aldi/Lidl and Sainsburys to ask for donations.

Siblings and grandparents will be welcome to the Fun Day/Sports Day.

ANY OTHER BUSINESS

SM asked the meeting if they were pleased with the photographs from the Photographer Day. A discussion followed and it was decided that we would use another source next year. However, we did make £200.

NC suggested talking to Mr W Lane.

ACTION – SM

ADOPTION OF POLICIES AND PROCEDURES

All procedures and policies were adopted by NC as chair of committee.

ELECTION OF NEW COMMITTEE

<u>POSITION</u>	<u>NOMINEES</u>	<u>PROPOSERS</u>	<u>SECONDEES</u>
Chairperson	Nigel Coelho	Andy Evans	Emma Harvey
Vice Chair	Katie Coelho	Sami Austin	Emma Harvey
Treasurer	Sara Samuels	Katie Coelho	Nigel Coelho
Committee Members			
	Emma Harvey Marcus Pitt	Nigel Coelho Nigel Coelho	Katie Coelho Katie Coelho
	Jess Marshal	Emma Harvey	Nigel Coelho

NC and SM thanked everyone for attending the meeting and the meeting was closed at 20.15hrs.

RADIPOLE PRE-SCHOOL

SUMMARY OF ACCOUNTS FOR YEAR ENDED 31ST DECEMBER 2022

BALANCE AS OF 1 JANUARY 2020 £ 35,676.74

INCOME

DCC Funding	£	78,894.22
Year 2 Funding	£	3,737.67
SEN Funding	£	1,775.00
EYPP Funding	£	-
Fees	£	16,530.51
Christmas DVD money	£	-
Outing	£	-
Sports Day	£	1,071.47
Sweat Shirts/uniform	£	347.40
Wowz Design	£	22.50
Photograph commission	£	226.58
Gifts	£	350.00
Other fund raising	£	970.99
Bank Interest	£	18.54
Party Income	£	180.36
Miscellaneous	£	-

EXPENDITURE

Employment costs	£	100,191.41
Pensions	£	3,115.12
Rent	£	3,294.00
Training & Ofsted Fees	£	494.30
PLA Insurance	£	780.47
Accountancy Fees	£	775.20
Mobile Phone	£	805.92
Toys & Equipment	£	1,780.53
Gifts	£	628.98
Charitable donations	£	-
Microsoft Office	£	59.99
Sports Day Expenses	£	330.00
AGM & meeting expenses	£	16.85
Refreshments	£	91.27
Stationery	£	72.83
Music & Dance	£	554.50
Cleaning	£	360.12
Cooking	£	41.74
Cool Milk	£	-
Ink Cartridges/wifi	£	276.57
Party expenses	£	126.99
Refuse Collection	£	477.74
Sweat Shirts	£	470.75
DBS checks	£	119.69
Christmas DVDS	£	-
Music, Pay & Lottery fees	£	128.43
Hall maintenance	£	-
Bank Charges	£	65.65
Miscellaneous	£	22.40

TOTAL INCOME £ 104,125.24

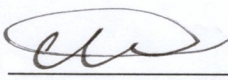
TOTAL EXPENDITURE £ 115,081.45


BALANCE AS OF 31ST DECEMBER 2022 **£ 24,720.53**

Bank (Treasurers Account)	£	14,332.61
Bank (Deposit a/c)	£	9,567.68
Cash box	£	804.91
	£	24,705.20

Pre-School Treasurer - Mrs Sara Samuel

Agreed by committee on


Nigel Coelho


SARA SAMUEL



Section A Independent Examiner's Report

**Report to the trustees/
members of**

RADIPOLE PRE-SCHOOL

**On accounts for the year
ended**

31 DECEMBER 2022

**Charity no
(if any)**

1032562

Set out on pages

3 (Three)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

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

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

Signed:

Date:

5 June 2023

Name:

JAMES BROOM

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

CHARTERED TAX ADVISOR

Address:

AZETS, BADGER HOUSE, SALISBURY ROAD

BLANDFORD FORUM. DORSET. DT11 7QD

RADIPOLE PRE-SCHOOL

England & Wales - Charity number 1032562

Accounts

Radipole Pre-school AGM Committee Meeting

Tuesday 10 May 2022

Held at Radipole Pre-school at 7.15 pm

Present: Kelly Houghton Emma Harvey Andy Evans
Hayley Roper Hannah Gammon Sue Manvell (Staff)
Jo Middleton (Staff) Kay Nother (Staff) Max Hayward (Staff)
Ally Comben (Staff) Lindsay Mullen (Staff) Jo Lloyd (Staff)

Apologies: Vicky Owen-Smith (Treasurer) Katy Dell Sara Samuel

ACTION

Kelly Houghton (KH) thanked all for attending.

MANAGERS REPORT

Sue Manvell (SM) thanked all for attending and for their continued support. She reiterated we are a committee run Pre-school and cannot operate without a small committee.

SM thanked the current committee for all the fundraising they have organised.

SM thanked Vicky Owen-Smith (VOS) for her continued support as Treasurer.

Our waiting list for September 2022 intake is filling up but there are spaces available. SM asked the committee to advertise Pre-school where possible.

September onwards will be our first year doing all day sessions. SM will review the situation next year on the feedback from the current and new parents.

We are currently running at a small loss which will be discussed in the Treasurer's report. Early Years in general is suffering from the financial constraints placed on us, i.e. increase in minimum wage, national insurance and general increase in equipment.

Staff and Training

Joanne Middleton (JM) is now Deputy and Deputy Safeguarding Lead
Dominique Taylor is Senco and Ally Comben (AC) is Deputy Senco
Susan Manvell is the Designated Safeguarding Lead

Next year we will need to complete our First Aid training (every 3 years).
SM and JM will be completing a Safeguarding course next week (every 3 years).
AC has completed a Senco course.

Committee

We will need to nominate a new committee for September, but mums/dads/carers can attend committee meetings and volunteer to help.

Emma Harvey (EH) and Becky Evans have agreed to join the committee. However, we will need two more parents to be nominated as 5 parents plus SM are the minimum requirement.

At the end of the meeting we will need to nominate and second more committee members.

TREASURERS REPORT

SM read the Treasurer's report on behalf of VOS.

We have made a loss of about £4000 last year. Reasons for this include – closure during Covid outbreak, less fees during lockdown, refunds for storm (Eunice) day, rise in minimum wage, funding was frozen last year, increased cleaning costs, mobile phone bill has increased to pay for a new iPad over 24 months, missed fundraising opportunities such as Sports Day and Pre-school photos, increase in refuse collection fees (paid less last year because closed for longer), music/dance costs increased because can now have other people in.

Reasons for optimism going forward – there has been a slight increase in funding rates since April, fees have risen slightly and will rise again in September (they are still cheap in comparison to other providers), refreshment cost is being offset by staff contributions, committee has started fundraising again (very successfully), there are no more pension increases due, stable staff (Mrs Lloyd is now contracted), encouraging number of children with their names down for sessions, reserve account which helps us to cope better than other settings.

Extra expenses – our staff will need to keep pace with the rises in minimum wage and NI contributions which continue to rise, we now have to pay £5 per month bank charges for our bank account.

MATTERS ARISING FROM ABOVE REPORTS

SM explained fees for 2 year olds who do not receive funding and for those who pay for extra hours over their funded hours has increased.

It was asked why we are now paying bank fees. This is something all banks have introduced for business accounts.

SM said the church have not increased their rent in years. SM's husband carries out repair jobs on the hall at a reduced cost. Andy Evans (AE) offered advice regarding any HR matters such as contracts, etc. SM said she will forward to him a copy of the contract she uses.

SM

FUN DAY

KH gave an update on the committee's preparation for Fun Day.

The committee have obtained contributions for £5 envelopes from: The Famous Old Spa, FaceAce, Boiler M H Plumbing, Place at Lodmoor, Picture Printing – Dolphin Design & Print, Lisa Marie Imagery, The Cheeky Tipple, Fantasy Island, Full body massage at Waterside Holiday Park, Deluxe facial at Waterside Holiday Park, Bennetts fish and chip voucher, £25 Body Shop voucher, plus lots of others. Parents are asking local business.

The committee are planning on stalls with the following: raffle of items Becky has left over from the tabletop sale, sale of items Becky has left over from the tabletop sale, DVD stall, guess how many sweets in a bottle, name the teddy, hoopla, face painter.

The committee suggested selling a picnic bag for £3 which would contain fruit and a drink. They will make approximately 80 boxes.

The days agenda was discussed at length. It was agreed not to charge an entrance fee and instead send a sponsor form home with each child.

SM explained in the past we have had a stall selling strawberries and ice-cream from Rossi's. AE said he will visit Rossi's to see if they will donate a vat of ice-cream on the day.

AE

A tombola stall was discussed. JM advised glass bottles should not be on the table for H&S purposes. KH said she will keep them in a box and the winner can collect later.

KH

AE will produce a flyer to advertise the day. Sara Samuel will produce a newsletter and sponsor form to be sent home. AE, SS

The committee will put a request on FaceBook for more raffle prizes, bottles and teddies. KH

After discussion, it was agreed goods would be sold in the morning whilst the children are playing, this way freeing parents up to enjoy the racing events.

SM suggested a stall selling second-hand children and adult books.

Hoopla was discussed. This will be £1 for 3 goes where children are guaranteed to win a teddy.

JM said she had not heard from Emma Harvey regarding coming to the day to do some dancing. EH contacted her during the meeting where she confirmed she will attend and will arrive at 12.45 ready to do a warm-up at 1.00.

KH is going to contact Redlands to see if we can obtain a reduction in hire fees and to find out information regarding setting up stalls. KH

The Fun Day is open to all family members.

Donations from local businesses were discussed for the snack box and stalls. AE said he will visit/email Morrisons, Sainsburys and Home Bargains for contributions such as sweets, fruit, drinks and snacks. AE

SM will arrange a £100 float for the committee.

Medals were discussed for after the races have taken place. In the past these have been produced on lanyards by the committee. It was suggested each child receives a certificate. AE will produce the certificates and Pre-school will name them. AE

It was agreed Rossi's ice-cream would be sold in the afternoon during the races. The committee will organise a rota. KH

JM is to produce a programme of events for the day. JM asked for a list of business who have donated towards the day so that they can be thanked in the programme and on our main FaceBook page. JM
KH

ADOPTION OF POLICIES AND PROCEDURES

All policies and procedures and were adopted.

ANY OTHER BUSINESS

Silver Jubilee Party

SM explained the children will be going home with a lovely party bag on the day.

ELECTION OF COMMITTEE AS FROM 21 JULY 2022

SM asked for people to join the Committee. Thank you to those who remain on the Committee and those who have joined. Sami Austin, Emma Harvey and Becky Evans have agreed to remain on the committee. The new Committee were proposed and seconded by current Committee Members.

POSITION	NOMINEES	PROPOSERS	SECONDEES
Chairperson	Nigel Coelho	Kelly Houghton	Hayley Roper
Vice Chair	Katie Coelho	Kelly Houghton	Hayley Roper
Treasurer	Sara Samuel	Kelly Houghton	Hayely Roper
Secretary			
Committee			
Safeguarding			
Officer			
Committee Member			
Committee Member			
Committee Member			
Committee Member			

SM thanked all those for attending before the meeting closed at 21:15.

RADIPOLE PRE-SCHOOL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

	2021		2020	
	£	£	£	£
RECEIPTS				
Funding - DCC		87,432.74		84,471.83
Fees		10,899.94		10,617.26
Year 2 Funding		1,131.90		2,403.18
SEN Funding		6,967.86		2,435.71
EYPP Funding		2,333.37		213.00
Sports day		-		-
Party Income		576.03		200.00
Outing		-		-
Other fundraising		569.77		190.00
Christmas DVD money		-		379.90
Sweatshirts etc.		402.00		196.00
Photograph commission		-		88.16
Gifts		250.00		-
Wowz Design		28.00		19.80
Miscellaneous		-		96.04
Bank interest		1.35		18.66
		<u>110,592.96</u>		<u>101,329.54</u>
PAYMENTS				
Employment costs	96,512.19		87,235.99	
Rent	6,679.00		1,360.00	
Toys and equipment	2,982.70		2,670.36	
Pensions	2,691.32		2,493.32	
Outings	-		50.00	
PLA insurance	767.77		767.77	
Party expenses	175.78		89.35	
Accountancy fees	480.00		480.00	
Gifts	588.00		538.50	
Ink cartridges	546.41		408.12	
Training and Ofsted fees	550.00		740.00	
Mobile telephone and ipad	813.55		395.00	
Refreshments	435.58		366.40	
Sweatshirts etc.	400.20		140.00	
Music/dance lessons	217.90		132.80	
Refuse collection	493.69		298.18	
Stationery	157.85		50.78	
Cleaning	337.78		295.45	
DBS checks	106.69		167.60	
DVD printing	-		110.52	
Cooking	7.69		32.50	
Cool Milk	16.61		-	
Miscellaneous	38.00		5.00	
AGM and meeting expenses	26.24		-	
Toilet paper	-		-	
Sports day expenses	-		-	
Music, Pay & Lottery fees	123.72		20.00	
Hall maintenance	-		182.40	
SEN Funding	-		-	
		<u>115,148.67</u>		<u>99,030.04</u>
		(4,555.71)		2,299.50
SURPLUS/(DEFICIT) FOR THE YEAR				
Retained surplus brought forward		40,232.45		37,932.95
Retained surplus carried forward		<u>35,676.74</u>		<u>40,232.45</u>
REPRESENTED BY				
Cash at bank - Treasurers account		18,396.42		20,983.42
Cash at bank - Deposit account		16,828.81		18,974.07
Cash in hand		451.51		274.96
		<u>35,676.74</u>		<u>40,232.45</u>

The above accounts were approved by the committee on..... *Kelly H. [Signature]*

W. Cooper



Section A

Independent Examiner's Report

Report to the trustees/
members of

RADIPOLE PRE-SCHOOL

On accounts for the year
ended

31 DECEMBER 2021

Charity no
(if any)

1032562

Set out on pages

3 (Three)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

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

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

Signed:

Date:

18 March 2022

Name:

JAMES BROOM

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

CHARTERED TAX ADVISOR

Address:

SANDISONS, BADGER HOUSE, SALISBURY ROAD

BLANDFORD FORUM. DORSET. DT11 7QD

RADIPOLE PRE-SCHOOL

England & Wales - Charity number 1032562

Accounts

Radipole Pre-school AGM Committee Meeting

Monday 5 July 2021

Held at Radipole Pre-school Hall at 7.00pm

Present: Paul Hoskins (Chair) Linda Martin Toni James
Vicki Owen-Smith Sue Manvell (Staff) Kay Nother (Staff)
(Treasurer)
Jo Middleton (Staff) Allison Comben (Staff)

**ACTIO
N**

Sue Manvell (SM) thanked all for attending.

The minutes from last year's AGM were read by Sue Manvell (SM) and agreed.

MANAGERS REPORT

Due to the current circumstances this report has been kept to the main points.

Training

All paediatric training is up to date and is renewed every 3 years. Staff completed this training in February 2020.

Safeguarding level 2 and 3 is also up to date.

Staffing

Jo Lloyd is currently completing her Level 3 in Early Years and her hours are being used as one to one staffing for SEN funding.

Policies

All policies will need to be re-adopted and signed by Paul Hoskins (PH).

Other Items

We are full for September 2021 and are not currently taking on any more children. For September 2022, we only have 8 places remaining.

At the next committee meeting we will discuss the all day sessions for September 2022.

We have new parent visits on 1 and 2 September.

The EYFS is changing in September and will now be more teaching led rather than child led. We will now be able to return to themes.

Coronavirus

Nothing has changed. We are waiting for 19 July in order to have things in place for September.

Thank You

SM thanked Linda Martin (LM) for all her support over the last 2 years as she will now be leaving the Committee as her daughters will be going to Radipole Primary.

Thank you to PH for being Chair for the last year and for Zoe being on the Committee. Hopefully PH will agree to still be Father Christmas this year. PH agreed and took the date for the Christmas party (15 December).

SM

SM thanked Vicky Owen-Smith (VOS) for her continued support as Treasurer.

New Committee

SM has spoken to the parents at Pre-school and some parents have agreed to join the Committee. The new Committee will need to be proposed and seconded by the current Committee members. Confirmation of the positions will be discussed at the next Committee meeting when we can all attend. SM to arrange meeting in September.

Jo Middleton (JM) has already commenced DBS checks.

ELECTION OF COMMITTEE AS FROM SEPTEMBER 2021

Thank you to those who remain on the Committee and those who have joined. Toni James and Vicky Owen-Smith have agreed to remain on the Committee. The new Committee were proposed and seconded by current Committee Members.

NOMINEES	PROPOSERS	SECONDEES
Sara Breakspear	Toni James	Vicky Owen-Smith
Kelly Houghton	Vicky Owen-Smith	Linda Martin
Sami Austin	Paul Hoskins	Toni James
Hayley Roper	Linda Martin	Paul Hoskins

TREASURERS REPORT

VOS read her brief.

There has been an increase in funding due to our older children having more hours and a small increase in the funding rate of 7p. We have also raised our fees for 3 year olds by 20p to £3.20 per hour. There has been very little extra income on top of fees and funding due to lockdown.

There has been a small rise in employment costs and pension costs due to a

slight increase in National Insurance payments and a small pay rise.

There has been less rent paid last year. We have paid up to date with two terms rent.

We have made a small surplus over the last two years and as we continue to be full, the financial outlook looks good.

There has been a lot of expenditure for Covid related cleaning. PH asked if our fees could increase from £3.20 to offset the costs for the extra cleaning that needs to be done. VOS said she would rather do more fundraising.

CHAIRPERSONS REPORT

PH thanked all members of staff and said he was proud of them as it has been a challenging two years.

ANY OTHER BUSINESS

No AOB.

The finances were approved and policies re-adopted.

SM thanked all those for attending before the meeting closed at 7.55.

RADIPOLE PRE-SCHOOL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

	2020		2019	
	£	£	£	£
RECEIPTS				
Funding - DCC		84,471.83		79,546.99
Fees		10,617.26		13,218.02
Year 2 Funding		2,403.18		2,865.40
SEN Funding		2,435.71		542.86
EYPP Funding		213.00		-
Sports day		-		1,127.16
Party Income		200.00		815.55
Outing		-		445.00
Other fundraising		190.00		248.04
Christmas DVD money		379.90		340.10
Sweatshirts etc.		196.00		348.00
Photograph commission		88.16		176.32
Gifts		-		3.00
Wowz Design		19.80		78.61
Miscellaneous		96.04		10.00
Bank interest		18.66		36.36
		<u>101,329.54</u>		<u>99,801.41</u>
PAYMENTS				
Employment costs	87,235.99		85,041.56	
Rent	1,360.00		5,108.00	
Toys and equipment	2,670.36		2,432.96	
Pensions	2,493.32		1,887.62	
Outings	50.00		913.00	
PLA insurance	767.77		758.55	
Party expenses	89.35		531.00	
Accountancy fees	480.00		480.00	
Gifts	538.50		800.79	
Ink cartridges	408.12		381.14	
Training and Ofsted fees	740.00		513.10	
Mobile telephone	395.00		386.62	
Refreshments	366.40		297.03	
Sweatshirts etc.	140.00		729.30	
Music/dance lessons	132.80		448.80	
Refuse collection	298.18		315.65	
Stationery	50.78		111.02	
Cleaning	295.45		240.94	
DBS checks	167.60		173.06	
DVD printing	110.52		-	
Cooking	32.50		10.84	
Cool Milk	-		30.68	
Miscellaneous	5.00		166.00	
AGM and meeting expenses	-		-	
Toilet paper	-		-	
Sports day expenses	-		50.00	
Music, Pay & Lottery fees	20.00		211.49	
Hall maintenance	182.40		50.00	
SEN Funding	-		19.99	
		<u>99,030.04</u>		<u>102,089.14</u>
SURPLUS/(DEFICIT) FOR THE YEAR		<u>2,299.50</u>		<u>(2,287.73)</u>
Retained surplus brought forward		37,932.95		40,220.68
Retained surplus carried forward		<u>40,232.45</u>		<u>37,932.95</u>
REPRESENTED BY				
Cash at bank - Treasurers account		20,983.42		18,172.63
Cash at bank - Deposit account		18,974.07		19,070.91
Cash in hand		274.96		689.41
		<u>40,232.45</u>		<u>37,932.95</u>

The above accounts were approved by the committee on 5th July 2021

VA Owen Smith

[Signature]

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

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

