

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").

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:

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.

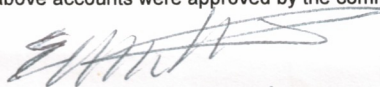
RADIPOLE PRE-SCHOOL

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
	<u>106,364.80</u>	<u>104,125.24</u>
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
	<u>107,479.56</u>	<u>115,081.45</u>
SURPLUS/(DEFICIT) FOR THE YEAR	<u>(1,114.76)</u>	<u>(10,956.21)</u>
Retained surplus brought forward	24,720.53	35,676.74
Retained surplus carried forward	<u><u>23,605.77</u></u>	<u><u>24,720.53</u></u>
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
	<u><u>23,605.60</u></u>	<u><u>24,720.36</u></u>

The above accounts were approved by the committee on.....

12th March 2024


 Emma HARVEY

K Coelho

KATIE COELHO



Section A

Independent Examiner's Report

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