

Trustees Annual Report

Year End August 2020

Marsh Gibbon Pre-School has certainly had a year like no other. The impact of COVID-19 on the financial results of the Pre-School makes any year over year comparisons illogical. The impact has been across both costs and revenues.

The Autumn Term 2019 got off to a strong start with 37 children on role (vs. 26 children prior year). By Spring Term 2020 the numbers had increased further to 43 (vs. 37 prior year). Therefore, funding from Bucks County Council and parent fees meant the Preschool was in a strong financial position. Unfortunately, the closure of Preschool on 20th March 2020 meant all revenues ceased apart from the Early Years Funding from Bucks County Council.

So, year over year Funding is up due to the additional children whilst all other areas of revenue are down due to Preschool being closed. When Preschool re-opened in June 2020 it was only for 9 children and as fully funded children there were no incremental fees from parents. Therefore, fees from parents is down £9.6k but offset by Early Years Funding up £15.7K.

The staff worked tirelessly on fundraising prior to closure and did exceptionally well to raise nearly £3K in 1.5 terms. The Indulgence Evening in November again proved to be the most successful, generating £1.3K followed by Christmas activities that raised a further £0.5K.

Donations were up £0.5K as parents donated to support the PE and Musical Mini Activities taking place in Preschool.

Payroll expenses, the largest expense for the preschool at £98k was down £1k year over year as staff numbers and hours were at basic levels. There were no additional headcount or salary inflation during the year.

The biggest cost reduction was on premises as during the closure period the Village Hall was not in use and so the Preschool incurred no fees other than storage. When Preschool re-opened in June it was only for 3 days per week rather than the usual 5. So, costs were down £6.7K vs. prior year. The Preschool did receive an increase in hire fees in January 2020 of 1.9%.

Likewise, closure and less hours in June led to reduced costs on consumables and catering. Snack could not be offered when Preschool re-opened. Costs on cleaning materials and PPE equipment increased over £100.

Training costs were up year over year as staff kept up to date on critical areas such as first aid, safeguarding, phonics and food hygiene and kept up with this training whilst the Preschool was closed.

The Preschool year finished with a deficit of £2.2k which is unfortunate when it was on track to make a surplus before COVID-19. Fortunately, the continuation of Early Years Funding and the savings the Preschool hold meant that the future of the Preschool was not at risk.

Whilst it is difficult to financially forecast 2020-21 the Trustees are confident with the strong, experienced Staff and Committee the Preschool will remain sustainable during these challenging times.

**Marsh Gibbon Pre-School
Income and Expenditure Account
to 31st August 2020**

	<u>Year Ended 31st Aug 2020</u>	<u>Year Ended 31st Aug 2019</u>	<u>Variance</u>
Income			
Fees from Parents	12,753	22,404	-9,651
Early Years Funding	100,697	84,922	15,775
Training Grants	1,000	4,000	-3,000
Fund-raising	2,917	3,630	-713
Donations	2,542	2,056	486
Registration and Admin Fees	220	540	-320
Uniform Sales	114	159	-45
Interest earned	295	79	216
Gift Aid	-	-	0
Other income		296	-296
Gross Income	<u>120,538</u>	<u>118,086</u>	<u>2,452</u>
Expenses			
Gross Wages	98,191	99,423	-1,232
Employers NI contributions	2,233	2,159	75
Direct Training Costs	572	345	227
Payroll Admin	475	423	53
Staff Expenses	492	886	-394
Premises	14,969	21,666	-6,697
Equipment and Consumables	2,216	4,068	-1,853
Catering	800	1,408	-608
Health & Safety (inc First Aid)	29	34	-5
Admin Expenses	952	823	129
Memberships/subscriptions	178	176	2
IT	591	408	183
Bad Debts	-	15	-15
Depreciation	176	176	0
Insurance	964	826	138
Uniform purchase	-	12	-12
Misc Expenses	-	0	-0
Total Expenses	<u>122,837</u>	<u>132,846</u>	<u>-10,009</u>
Net Surplus/(Deficit)	-2,299	-14,760	12,461

**Marsh Gibbon Preschool
Balance Sheet
31st August 2020**

	<u>Year Ended 31st Aug 2020</u>	<u>Year Ended 31st Aug 2019</u>
Current Assets		
Cash	1,413	2,792
Current Account	10,482	12,598
Savings Accounts	51,155	54,869
National Savings Account	1,034	1,026
Fixed Assets		
Managers Laptop	1,039	1,039
Deputy's Laptop	613	613
Storage Shed	639	639
Accumulated Depn	-2,115	-1,940
Uniform Stock	308	413
Debtors	542	563
Prepayment (insurance)	679	671
	<u>65,789</u>	<u>73,283</u>
Current Liabilities		
Prepaid Income	7,421	11,677
Accruals	456	1,589
Creditors	544	351
	<u>8,422</u>	<u>13,617</u>
Net Assets	<u>57,367</u>	<u>59,666</u>
Set-asides and Contingency		
Redundancy	17,083	11,877
Hardship Fund	300	300
3 months Running costs	30,709	33,200
	<u>48,092</u>	<u>45,377</u>
Balance B/F	59,666	74,426
Surplus/Deficit for year	-2,299	-14,760
Balance C/F	<u>57,367</u>	<u>59,666</u>



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
MARSH GIBBON PRE SCHOOL

On accounts for the year
ended

31 AUGUST 2020

Charity no
(if any)

1033338

Set out on pages

(remember to include the page numbers of additional sheets)

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

Responsibilities and
basis of report

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

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

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~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:

13 MAY 2020

Name:

MELISSA STRANGE

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

FCCA (Reg No. 0801768)

Address:

GEROAN, WEST EDGE, MARSH GIBBON, BICESTER, OX27 0HA

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.

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