



Stoke Holy Cross Preschool Trustees' Report

James Moran, the current Treasurer wants to step down. The committee needs at least 3 parents and a treasurer. The role involves collecting funds raised, double signing for petty cash. There is no bookkeeping involved as the preschool has a bookkeeper. No volunteers for this role therefore James to remain for the time being. Proposed by Ian Digby. Second by Victoria King. No objections.

Elaine Flint wants to step down from secretary role. Role involves taking the minutes of the meeting, organising fund raising and general assistant to the Chair.

Victoria King volunteered for the role. Proposed by Ian Digby. Second by Katherine Hopwood-Cann. No objections.

Ian Digby has volunteered to remain as Chair for this year. Proposed by Katherine Hopwood-Cann. Second by Victoria King.

Ilona Searle is taking over as administrator of Microsoft. This was voted on at the last meeting.

Current chairperson Ian Digby reiterated the pre-school is a committee run charity and without support from the parents on the committee the school will have to close. The current treasurer and secretary have to step down as they no longer have children within the setting. Most committee members have the correct paperwork now. New members will complete soon.

Manager Sarah Sexton reported that there are 14 new families. 24 children attending preschool and one SEN child. 22 children with funding.

We have lost one member of bank staff, but we have Alison and have recruited Joanne Dean.

There was an unexpected exit of a child at the end of the summer term. This means the preschool has lost income until half term. This is the first time something like this has happened. Efforts have been made to recover the money, without success. It was agreed to move forward from it and to offer the hours to the families on the waiting list.

There is no internet at the hall. So far Sarah Sexton has been paying monthly for the internet from her own pocket as there is no receipt. The community centre will be getting internet, but this will not be suitable for the preschool needs. It was agreed the internet should be paid for yearly as this would be cheaper and would provide a receipt so that Sarah Sexton could be reimbursed.

The preschool has a Barclays account which has always had issues when trying to give access to new people. Additionally everything has to have 2 signatures such as staff wages and larger equipment items. Small expenses, like the shop have to be paid via BACs. This can be awkward especially with online shopping.

The preschool also has a sum up account that has a debit card attached. It was suggested that for small payments this card could be used by the manger. It was proposed that a small amount of cash could be transferred from the Barclay account to sum up card for this purpose. It was agreed the committee needs formal documentation of terms and conditions for this before they can vote on the matter. Therefore voting was deferred to the next meeting.

The pre- school did well with fund raising last year raising £1840.

Possible Halloween party which would be ticketed. ?24/10. Or a Halloween themed bake sale/games the last day of term.

Christmas fare possibly Sunday 7th December.

Sarah Sexton will be attending a course on fund raising. She is hoping to raise funds for an outdoor canopy making the garden an all year round space. Potentially this could extend the capacity for children at the preschool.

Sarah Sexton sometimes finds it difficult to cover Friday afternoons when it's just her and Angela Andrews. It was discussed and agreed to contract the bank staff for 5 hour on a Friday.

There is a new cleaner for the hall.

Stoke Holy Cross Pre-School Playgroup

Charity Number: 1033659				
Receipts and Payments Account for the year ended 31st August 2025				
	Bank	Petty Cash	TOTAL FUNDS	LAST YEAR
	£	£	£	£
Receipts				
Fees from Parents	19565.37	504.00	20069.37	13610.25
Government Funding	68391.47	0.00	68391.47	41442.15
Gross Fundraising proceeds and donations	1665.01	2960.04	4625.05	1482.48
Other Income	0.00	10.00	10.00	192.11
TOTAL RECEIPTS	89621.85	3474.04	93095.89	56726.99
Payments				
Wages	62290.24	0.00	62290.24	52534.96
Toys, Equipment & Activities	5081.22	273.47	5354.69	598.81
Food, Snacks & Drinks	0.00	671.84	671.84	15.25
Insurance	601.53	0.00	601.53	572.35
Rent of Village Hall	5100.00	0.00	5100.00	0.00
Electricity & Heating	435.90	0.00	435.90	0.00
Uniform	441.37	0.00	441.37	479.48
Office & Administration Expenses	1220.67	7.99	1228.66	621.23
Cleaning	179.64	158.07	337.71	36.72
Other Expenses	9.12	0.00	9.12	397.30
Fee Refund	0.00	0.00	0.00	1197.00
Annual Subscriptions	325.00	0.00	325.00	271.56
Fundraising Expenses	85.00	650.00	735.00	89.97
Training	225.00	0.00	225.00	99.00
TOTAL PAYMENTS	75994.69	1761.37	77756.06	56913.63
NET RECEIPTS / (PAYMENTS)	13627.16	1712.67	15339.83	-186.64
Cash funds brought forward	38388.62	0.00	38388.62	38575.26
Cash funds carried forward	52015.78	1712.67	53728.45	38388.62

Statement of Assets and Liabilities at 31st August 2025				
	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	LAST YEAR
Cash Funds	£	£	£	£
Barclays current account	52015.78	0.00	52015.78	38388.62
Petty cash held	1712.67	0.00	1712.67	0.00
	53728.45	0.00	53728.45	38388.62
Assets retained for the charity's own use				
The majority of assets held are toys and equipment.				

Stoke Holy Cross Pre-School Playgroup

Charity Number: 1033659

Independent Examiner's Report to the Trustees of Stoke Holy Cross Pre-school Playgroup

I report on the accounts of the Pre-school for the year ended 31st August 2025

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Act: and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met, or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *N Fowler*

Name: Nicola Fowler, NJF Accounts Ltd

Relevant professional qualification or body: FCCA, CTA

Address: 21, Springfields, Poringland, Norwich NR14 7RG

Date: 11/05/26