



## Administrator's Report 2021/22 for the AGM

8pm Tuesday 4th October 2022

held at the Village Hall

The 2021/22 academic year ended in a small loss of £880 which is slightly less than one term's fees of another child on roll. The Early Years sector continues to be significantly challenged by the funding we receive against the costs we incur, some of which are unavoidable. We are extremely fortunate to be supported by the community for grants and fund raising and having been prudent over years to keep a healthy bank balance which enables us to manage the leaner years.

During the autumn and spring terms we received the reduced funding rate of £5 ph from 20/21 when the rate had been cut to try to meet the £1M deficit in the West Berk's Early Years budget. In April 2022 we received an increase to £5.13 however, as the government increased the minimum wage by 59p per hour to £9.50 (which is great but not met by extra funding) we were no better off.

We have received £2000 additional funding for SEND to support the 1:1 staffing of a child plus we received two payments of £800 for Disability Access Funding; one is shown as an accrual in the accounts as we have yet to spend the money which arrived within the last two weeks of the summer term.

The Building Society interest fell by £100 due to the reduced rate.

The pandemic continued to impact on settings and we had children and staff off throughout the year.

We have seen a slight increase in the number of children whose parents are eligible for the 30 hours funding and who share their education over 5 days with ourselves and Brightwalton Pre-School.

The snack contribution of £1 per day continues to make a very useful contribution to the group raising £1644 which effectively covered the cost of snack and the insurance charge.

### Running costs; wages

As stated above the minimum wage was increased from £8.91 to £9.50 which pushed up all other wages. Thank you to the committee parents who worked hard to sort out a fair wages structure. The hall rent remained the same; thank you to the hall committee for their continued support.

We subscribed to the West Berks service again this year to benefit from their ECAT training and advice/support especially as we are due an Ofsted.

We have purchased some new equipment from a grant but still have £429.29 to spend.

In the summer term I completed a Corporation Tax Return for the group for the first time!

### Fund raising and donations

We had some very successful fund raising, especially the Ladies Group which, over various popular activities, has raised an incredible £1494. Huge thanks to Nicola and Morven for running these events.

We have received donations from the Great Shefford Pub (£500) and a unexpected grant from Cirrus Logic of £1000 for new equipment which was fantastic.

Somehow, we have received 9 payments from Just Giving of £29.23 but I'm not quite sure how or why!

We won £25 as a prize at the Ploughing match and the organisers of the village New Year Treasure Hunt kindly donated their takings of £200 to our group. We have also earned £240 from the Local Lottery.

We continue to have very healthy bank positions, thank goodness in these uncertain times as we are getting over Covid but have the cost of living crisis to face! Thank you to everyone for supporting our group and let's look forward to the next 50 years.

Denise Herrington  
4/10/2022

**Bank Reconciliation****as at 31 / 08 / 2022**Barclays Community Account - acc number 43367630

		<u>£</u>	<u>£</u>
	Opening balance		12,584.97
<u>Add</u>	Term 1 Bank	8,392.42	
	Term 1 Cash	1,555.00	
	Term 2 Bank	20,150.18	
	Term 2 Cash	495.00	
	Term 3 Bank	22,599.05	
	Term 3 Cash	1,080.00	
			<u>54,271.65</u>
			66,856.62
<u>Less</u>	Term 1 Payments	17,716.00	
	Term 2 Payments	16,753.05	
	Term 3 Payments	23,228.38	
	Journals	-270.00	
			<u>57,427.43</u>
			<b><u>£9,429.19</u></b>

**Balance as at 31/08/2022 as per online** 9,429.19

Add

Outstanding lodgements

Cheques in hand	cheque	
	cash	<u>0.00</u>
		9,429.19

LESS

Outstanding BACS payments

0.00

**£9,429.19**

0.00



<u>Deposit Account reconciliation</u>				
<u>Newbury Building Society</u>				
<u>Deposit A/C No. 2855031610</u>				
			£	£
	Opening balance @ 1/9/2021			43,326.23
	Add			
	Term 1 Acc -receipt to Dept		0.00	
	Term 2 Acc -receipt to Dept		0.00	
	Journals		281.32	
	Term 3 Acc -receipt to Dept		0.00	
				281.32
				43,607.55
	Less			
	Term 1 Acc -paym't to Currentt to De		0.00	
	Term 2 Acc -paym't to Currentt to De		0.00	
	Term 3 Acc -paym't to Currentt to De		0.00	0.00
	Balance as at 31/8/2022			£43,607.55
	Balance per pass book			43,326.23
	as at 01/09/21			
	ADD			
	Gross Interest received 31/10/2021			281.32
	LESS			
	Outstanding cheques			0.00
	Balance as at 31/8/2022			£43,607.55
		Difference		0.00

[illegible]

Great Shefford Under Fives  
Cash Account Reconciliation  
as at 31/08/2022

Opening balance                      £      667.47

Add

Term 1 Receipts   £   1,535.40

Journals               -£      270.00

Term 2 Receipts   £      905.00

Term 3 Receipts   £   1,070.00

£    3,240.40

£    3,907.87

Cash

£50.00

£20.00

£10.00

£5.00

Less

£2.00

Term 1 Payments: £      195.58

£1.00

Term 2 Payments: £      137.17

£0.50

Term 3 Payments: £      206.08

£0.20

Term 1 Banked     £   1,555.00

£0.10

Term 2 Banked     £      495.00

£0.05

Term 3 Banked     £   1,080.00

£0.02

£    3,668.83

£0.01

£      239.04

*cash in hand with Denise*                      169.04

*cash in Toddler tin*                              20.00

*cash in fundraising float*                      50.00

*Total cash in hand*                              239.04

*difference*



Count

40.00

50.00

30.00

4.00

35.00

1.50

5.40

0.40

1.80

0.58

0.36

---

*£169.04*

---

*0.00*

## **Great Shefford Under 5's**

### **Balance Sheet**

08/31/2021 £		08/31/2022 £
ACCUMULATED FUND		
46,748.64	Opening balance	47,233.94
485.30	Profit for the Period	(879.47)
<u>47,233.94</u>	Closing Balance	<u>46,354.47</u>
REPRESENTED BY		
12,584.97	Current Account - Barclays	9,429.19
43,326.23	Investment Account - NBS	43,607.55
720.00	Debtor	515.00
0.00	Provision for bad debts	0.00
(6,042.39)	Graduate Leader Fund	(6,042.39)
(4,022.34)	Creditor & accruals	(1,393.92)
667.47	Petty Cash	239.04
<u>47,233.94</u>		<u>46,354.47</u>

I have examined the above Income & Expenditure Account and Balance Sheet of Great Shefford Under Fives for the Year ended 31st August 2022 and in my opinion they are in accordance with the books and records supplied to me and the explanations given.

**Penelope Lang CA CTA TEP**

**###**

## **Great Shefford Under 5's**

### **Income and Expenditure Account**

**for the Year Ended 31/08/2022**

Y/E 08/31/2021 £		Y/E 08/31/2022 £	Y/E 08/31/2022 £
	<b><u>Pre-School</u></b>		
3,732.60	Fees	5,387.79	
<u>44,346.98</u>	Nursery Education Funding	<u>43,099.93</u>	48,487.72
45,644.31	Less:- Wages	46,551.68	
<u>2,927.00</u>	Hall Rent	<u>2,870.00</u>	49,421.68
<u>-491.73</u>	Profit/(Loss)		<u>-933.96</u>
	<b><u>Toddlers and Co.</u></b>		
700.06	Fees		1,390.50
1,375.23	Less:- Wages	2,333.52	
<u>126.00</u>	Hall Rent	<u>504.00</u>	2,837.52
<u>-801.17</u>			<u>-1,447.02</u>
<u>-1,292.90</u>	Profit/(Loss)		<u>-2,380.98</u>
	<b><u>Other income</u></b>		
391.84	Newbury Building Soc. Interest	281.32	
1,650.59	Profit on Fund Raising	2,578.48	
2,600.00	Donations	2,055.51	
56.00	Uniform	52.00	
0.00	Trip Income	0.00	
<u>1,273.00</u>	Snack receipts	<u>1,644.00</u>	
<u>5,971.43</u>			<u>6,611.31</u>
<u>4,678.53</u>	<b>Operating Profit / Loss</b>		<u>4,230.33</u>

## **Great Shefford Under 5's**

### **Income and Expenditure Account for the Year Ended 31/08/2022**

Y/E			
08/31/2021	EXPENDITURE	2022	2022
£		£	£
367.18	Paper Paint and Supplies	405.89	
577.04	Refreshments	588.51	
895.45	Insurance	911.29	
50.00	Ofsted Registration & West Berks Subscription.	310.00	
291.40	Gratuities	359.61	
247.80	Training	557.26	
69.00	Advertising	0.00	
84.96	Stationery	56.51	
40.00	Telephone	40.00	
275.00	Music Lessons	225.00	
560.00	Phonics lessons	580.00	
0.00	Farm trip	0.00	
450.56	Uniform	0.00	
210.33	Miscellaneous	303.85	
74.51	New Equipment	771.88	
<u>4,193.23</u>			<u>5,109.80</u>
<u>£485.30</u>	Profit		<u>-£879.47</u>

## **Great Shefford Under 5's**

### **CREDITORS & ACCRUALS AS AT 31st AUGUST 20**

£

Disability Access Funding (DAF)	800.00
PAYE	164.43
Logic Grant to be spent	429.49
As per Accounts	<u><u>£1,393.92</u></u>

## **Great Shefford Under 5's**

### **DEBTORS AS AT 31ST AUGUST 2022**

£

Local Lottery Fundraising	240.00
Fees owed at end of Summer term	275.00
As per Accounts	<u><u>£515.00</u></u>

**Great Shefford Under Fives**

**Schedule of Interest Received**

**As at 31st August 2022**

**£**

Newbury Building Society; Notice 90 A/C  
a/c no. 2855031610

interest received gross 281.32

As per Accounts

**£281.32**

**Great Shefford Under Fives**  
**Schedule of Training Expenses**  
**As at 31st August 2022**

**£**

Autumn term 2021

Safeguarding, face to face, at Brightwalton School

all staff

Mileage

Spring term 2022

Designated Safeguarding Lead

First Aid, Denise 2 days

Mileage to Hungerford, 2 days

SenCo, Denise

Summer term 2022

Forest School First Aid, Morven

Travel to Forest School First Aid

As per Accounts

**Great Shefford Under Fives**  
**Schedule of Miscellaneous Expenses**  
**As at 31st August 2022**

£

Autumn term  
2021

xmas window decs	7.00
Xmas thank you chocs	18.00
Cleaning of book corner rug	20.00

Spring 2022

Mileage to Advice & a Slice SEND support to take a parent on Monday afternoon	8.10
Sunflower, wild flower, cress seeds	4.00

Summer 2022

Jubilee celebrations; Mr Muddle magician	175.00
lost library book	8.92
compost	5.98
ribbons for sports day	16.75
Domain renewal	6.50
Website nano hosting	27.60
Work Experience chocolates x 2	6.00

As per Accounts



**Great Shefford Under Fives**  
**Schedule of New Equipment**  
**As at 31st August 2022**

£

**Autumn term 2021**

New carpet	59.88
selection board books Red Cross shop	5.00
Orange fencing for outside	30.00
fire pit	49.99
the Christine Pine book	6.49
We're Going on a Present Hunt book	4.99
	<hr/>

**Spring term 2022**

fleece	19.99
2 books	13.98
Ikea beakers & 2 dustpans	9.50
	<hr/>

**Summer term 2022**

tap connector for hose	
garden trolley	89.99
tick twister	5.99
Diversity book; Coming to England	5.67
Firelighters	4.38
Outdoor First Aid kit	16.27
	<hr/>
Jumbo guttering stands	89.99
Giant eye droppers	12.30
Rainbow pebbles	59.99
	<hr/>
Double sided wellie rack	

As per Accounts

**Great Shefford Under Fives**  
**Schedule of Gratuities**  
**As at 31st August 2022**

	£
Auditor garden vouchers	50.00
Computer service, tin of chocolates	5.55
Staff £20 gift voucher x6	120.00
staff wine and flowers	44.06
Xmas thank yous;	
Anouska/ Sarah Harris	10.00
Thank you to staff end of term	130.00
As per Accounts	<b><u>£359.61</u></b>

**Great Shefford Under Fives**  
**Schedule of Snack Money Income**  
**As at 31st August 2022**

<u>Autumn term</u>	£
Snack money received online	405.00
Snack money received cash	18.00
 <u>Spring term</u>	
Snack money received online	541.00
Snack money received cash	26.00
 <u>Summer term</u>	
Snack money received online	600.00
Snack money received cash	54.00
 As per Accounts	<b><u>£1,644.00</u></b>

**Great Shefford Under Fives**  
**Schedule of Advertising**  
**As at 31st August 2022**

£

As per Accounts

**£0.00**

**Great Shefford Under Fives**  
**Schedule of Hall Rent**  
**As at 31st August 2022**

	<b><u>Pre-School</u></b>	<b><u>Toddlers</u></b>
	£	£
Autumn 1	556.00	98.00
Autumn 2	468.00	84.00
Spring 1	546.00	84.00
Spring 2	468.00	84.00
Summer 1	390.00	70.00
Summer 2	442.00	84.00
As per Accounts	<b>£2,870.00</b>	<b>£504.00</b>

**Great Shefford Under Fives**  
**Schedule of Nursery Funding**  
**As at 31st August 2022**

	<u>£</u>	<u>£</u>
		<u>Total</u>
<u>Autumn term</u>		
1st payment	3,862.40	
2nd payment	<u>4,455.19</u>	8317.59
<u>Spring term</u>		
1st payment	5,015.00	
2nd payment	9,248.25	
SEND	1,000.00	
2 Year Old funding	<u>222.00</u>	15485.25
<u>Summer term</u>		
1st payment	8646.34	
2nd payment	8850.75	
SEND	1000.00	
DAF x 2	<u>1600.00</u>	20,097.09
As per accounts		<u><u>£43,899.93</u></u>

**Great Shefford Under Fives**  
**Schedule of Stationery**  
**As at 31st August 2022**

	£	£
<u>Autumn term</u>		
Photocopying forms/Nativity	10.00	
Academic year diary	6.99	
		16.99
<u>Spring term</u>		
2 bags of paperclips		5.00
Blu tack		2.99
<u>Summer term</u>		
5 boxes staples for staple gun and		
200 laminates		31.53
As per Accounts		<b><u>£56.51</u></b>

**Great Shefford Under Fives**  
**Schedule of Fees received**  
**As at 31st August 2022**

	£	£
Owing at start of year		-100.00
Autumn term receipts		
online		1694.00
cash		120.00
Spring term receipts		
online		2319.00
cash		180.00
Summer term receipts		
online		899.79
cash		0.00
owed at start of the year		275.00
As per Accounts		<b><u>£5,387.79</u></b>



**Great Shefford Under Fives**  
**Schedule of Graduate Leader Fund**  
**As at 31st August 2022**

	£
Balance brought forward from 2012 Accounts	7,000.00
Less spent of trip to Norway in Autumn 2012	957.61
As per Accounts	<u><u>£6,042.39</u></u>

This money was paid to the group to retain a graduate leader.  
The money is ring fenced to provide training opportunities for the graduates and when they arise.

**Great Shefford Under Fives**  
**Summary of Monday Baby & Toddler session receipt**  
**As at 31st August 2022**

<u>Autumn 1</u>	£	<u>Autumn 2</u>	£
7 weeks	51.00	6 weeks	36.00
	57.00		24.00
	53.50		33.00
	54.00		36.00
	60.00		15.00
	53.00		42.00
	42.00	online	
	<u>370.50</u>		<u>186.00</u>
<u>Spring 1</u>	48.00	<u>Spring 2</u>	21.00
	36.00		39.00
	60.00		46.00
	45.00		42.00
	51.00		45.00
	60.00		66.00
	<u>300.00</u>		<u>259.00</u>
<u>Summer 1</u>		<u>Summer 2</u>	
cash	45.00		21.00
<i>b/holiday</i>	0.00		27.00
	33.00		12.00
	27.00		27.00
	33.00		32.00
			18.00
	<u>138.00</u>		<u>137.00</u>

As per Accounts

35 weeks. Average per week = £1391 / 35      £39.74

**Great Shefford Under Fives**  
**Schedule of Fund raising**  
**As at 31st August 2022**

**Great Shefford ladies Group**

<u>date</u>		<u>income</u>	<u>expenses</u>	<u>hall rent</u>
Sep 15		20.00		10.00
Sep 29		36.90		10.00
Oct 13	chutney	164.00	45.00	10.00
Oct 27	sloe gin	74.00		10.00
Nov 10	bulb lasagne	65.00		12.00
Nov 24	Wreath making	585.00	58.25	12.00
Jan 26	sewing	16.00		
Feb 09	Yoga	55.00		12.00
Mar 02	sewing	13.00		12.00
Mar 16	Pamper evening	46.00		12.00
Apr 27	hanging basket Prosecco	43.50		12.00
May 19	evening, see below	761.96	210.50	26.00
Jun 08	walk	25.50		0.00
Jun 22	walk			0.00
Jul 27	forest school	40.00		0.00
		1945.86	313.75	138.00

**Surplus on Ladies' Night activities**

Just Giving	9 x £29.23	263.07
Raffle at pub		281.00
Village treasure hunt		200.00
Newbury Agricultural Society prize		25.00
Easy Fundraising		34.50
Amazon Europe Core		25.80
Local Lottery accrual		240.00
Journal re curry payment		15.00

**Total Fund raising as per Accounts**

**Pudding evening**

<i>stalls</i>	30.00
<i>stalls</i>	75.00
<i>cash takings</i>	512.00
<i>Parent donation</i>	85.00
<i>Sarah baillie</i>	4.00
<i>wine buy back</i>	<u>55.96</u>

**Total income received** 761.96

<i>wine bought, Emma</i>	-113.82
<i>wine bought, Emma</i>	-89.88
<i>sundries, Nicola</i>	-6.80
<i>hall rent</i>	-26.00

**Total expenses of the night** -236.50

**Surplus** 525.46

## **Great Shefford Under Fives**

### **Schedule of Donations**

**As at 31st August 2022**

£

#### **Autumn term 2021**

parent donations	232.00
Farols donations for filing cabinets	150.00

#### **Spring Term 2022**

Cirrus Logic	1000.00	
Less deferred to spend in 22/23	<u>429.49</u>	570.51
Parent Donations		154.00
The Great Shefford Pub donation		500.00

#### **Summer Term 2022**

Parent Donations	199.00
Amber River photo competition	250.00

**Total as per Accounts**

**£2,055.51**

A





M

£

60.00

12.60

70.00

90.00

17.46

80.00

175.00

52.20

£557.26

P

£

45.00

12.10

246.75

£303.85

Q

£

156.35

43.47

11.49

122.30

162.28

275.99

£771.88

L

K

N

F

Total

£

654.00

552.00

630.00

552.00

460.00

526.00

£3,374.00

**E**



U

D

B

duate



ts

Total £ per term

£556.50

£559.00

£275.00

£1,390.50

H

**surplus**

10.00

26.90

109.00

64.00

53.00

514.75

16.00

43.00

1.00

34.00

31.50

525.46

25.50

0.00

40.00

---

**£     1,494.11**

---

1084.37

£

2,578.48

**R**

## **£1,000 Outside grant from Cirrus Logic - equipment**

	<b><u>£</u></b>	<b><u>£</u></b>
Grant received		1000.00
fleece	19.99	
Jumbo guttering stands	89.99	
Giant eye droppers	12.30	
Rainbow pebbles	59.99	
Double sided wellie rack	275.99	
garden trolley	89.99	
tick twister	5.99	
Outdoor First Aid kit	16.27	570.51
Balance to be spent at Year End		<b><u>£ 429.49</u></b>



**purchased**

**Bank Reconciliation****as at 31 / 08 / 2022**Barclays Community Account - acc number 43367630

		<u>£</u>	<u>£</u>
	Opening balance		12,584.97
<u>Add</u>	Term 1 Bank	8,392.42	
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	Journals	-270.00	
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			<b><u>£9,429.19</u></b>

**Balance as at 31/08/2022 as per online** 9,429.19

Add

Outstanding lodgements

Cheques in hand	cheque	
	cash	<u>0.00</u>
		9,429.19

LESS

Outstanding BACS payments

0.00

**£9,429.19**

0.00



<u>Deposit Account reconciliation</u>				
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<u>Deposit A/C No. 2855031610</u>				
			£	£
	Opening balance @ 1/9/2021			43,326.23
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	Term 2 Acc -receipt to Dept		0.00	
	Journals		281.32	
	Term 3 Acc -receipt to Dept		0.00	
				281.32
				43,607.55
	Less			
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	Term 2 Acc -paym't to Currentt to De		0.00	
	Term 3 Acc -paym't to Currentt to De		0.00	0.00
	Balance as at 31/8/2022			£43,607.55
	Balance per pass book			43,326.23
	as at 01/09/21			
	ADD			
	Gross Interest received 31/10/2021			281.32
	LESS			
	Outstanding cheques			0.00
	Balance as at 31/8/2022			£43,607.55
		Difference		0.00

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	
1	Great Shefford Under Five's - Extended Trial Balance for the year ended 31st August 2022																				
2		Opening Balance	Bank payments	Bank Receipts	Cash Payments	Cash Receipts	Journals	Profit and Loss A/C	Balance Sheet												
3	Pre School fees			0.00		4,912.79			300.00		175.00		5,387.79					Pre School fees			
4	Nursery Funding					40,037.53					3,062.40		43,099.93					Nursery Funding			
5	Wages		46,547.19				0.00				4.49		46,551.68					Wages			
6	Wages		2,333.52										2,333.52					Wages			
7	Hall Rent		2,870.00				0.00				0.00		2,870.00					Hall Rent			
8	Toddlers fees					15.00			1,390.50		-15.00		1,390.50					Toddlers fees			
9	Hall Rent		504.00								0.00		504.00					Hall Rent			
10																					
11	Building Society Interest					0.00					281.32		281.32					Building Society Interest			
12	Fund Raising Profit		730.19			1,904.33	111.56		1,711.90		0.00		2,774.48					Fund Raising Profit			
13	Grants Received					2,475.00					-419.49		2,055.51					Grants Received			
14	Fund raising Parties					209.00					-405.00		-196.00					Fund raising Parties			
15	S/Shirt Sales					42.00			10.00		0.00		52.00					S/Shirt Sales			
16	Trip income					0.00			0.00				0.00					Trip income			
17	Snack receipts					1,546.00			98.00		0.00		1,644.00					Snack receipts			
18																					
19	Paper, Paint & Supplies		320.74				85.15				0.00		405.89					Paper, Paint & Supplies			
20	Juice & Biscuits		382.51				206.00				0.00		588.51					Juice & Biscuits			
21	Insurance		911.29								0.00		911.29					Insurance			
22	Social Services reg.		310.00								0.00		310.00					Social Services reg.			
23	Gratuities		369.06				5.55				-15.00		359.61					Gratuities			
24	Training		557.26				0.00				0.00		557.26					Training			
25	Donations												0.00					Donations			
26	Advertising		0.00								0.00		0.00					Advertising			
27	Stamps & Stationery		41.51				15.00				0.00		56.51					Stamps & Stationery			
28	Telephone		0.00				40.00				0.00		40.00					Telephone			
29	Music Lessons		225.00								0.00		225.00					Music lessons			
30	Phonics lessons		580.00										580.00					Drama lessons			
31	Farm trip		0.00										0.00					farm trip			
32	Uniform		0.00										0.00					Uniform			
33	Miscellaneous		257.77				61.08				-15.00		303.85					Miscellaneous			
34	New Toys		757.39				14.49				0.00		771.88					New Toys			
35																					
36	Current Account	9,500.89		57,697.43	51,141.65		3,130.00			270.00					6,345.11			Current Account			
37	Deposit Account	42,934.39		0.00		0.00				281.32					43,215.71			Deposit Account			
38	Debtors	245.00								-205.00					40.00			Debtors			
39	Provision for Bad debts		0.00										0.00				0.00	Provision for Bad debts			
40	Graduate Grant O/S		6,042.39										0.00				6,042.39	Graduate Grant O/S			
41	Creditor		106.48									-2,628.42					-2,521.94	Creditor			
42	Petty Cash	217.23		0.00		0.00	3,668.83	3,510.40		-270.00					-211.20			Petty Cash			
43																					
44	Accumulated Fund B/F		46,748.64														46,748.64	Accumulated Fund B/F			
45	Profit for the year												-879.47				-879.47	Profit for the year			
46																					
47		52,897.51	52,897.51	###	###	###	###	###	###	3,510.40	3,510.40	50.81	50.81	56,489.53	56,489.53	###	###				
48																					
49	CHECK BALANCES		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00				

Great Shefford Under Fives  
Cash Account Reconciliation  
as at 31/08/2022

Opening balance                      £        667.47

Add

Term 1 Receipts   £   1,535.40

Journals                -£     270.00

Term 2 Receipts   £     905.00

Term 3 Receipts   £   1,070.00

£    3,240.40

£    3,907.87

Less

Term 1 Payments: £     195.58

Term 2 Payments: £     137.17

Term 3 Payments: £     206.08

Term 1 Banked     £   1,555.00

Term 2 Banked     £     495.00

Term 3 Banked     £   1,080.00

£    3,668.83

£        239.04

*cash in hand with Denise*                      169.04

*cash in Toddler tin*                                20.00

*cash in fundraising float*                      50.00

*Total cash in hand*                               239.04

Cash

£50.00

£20.00

£10.00

£5.00

£2.00

£1.00

£0.50

£0.20

£0.10

£0.05

£0.02

£0.01

*difference*

Count

40.00

50.00

30.00

4.00

35.00

1.50

5.40

0.40

1.80

0.58

0.36

---

*£169.04*

---

*0.00*

## **Great Shefford Under 5's**

### **Balance Sheet**

08/31/2021 £		08/31/2022 £
ACCUMULATED FUND		
46,748.64	Opening balance	47,233.94
485.30	Profit for the Period	(879.47)
<u>47,233.94</u>	Closing Balance	<u>46,354.47</u>
REPRESENTED BY		
12,584.97	Current Account - Barclays	9,429.19
43,326.23	Investment Account - NBS	43,607.55
720.00	Debtor	515.00
0.00	Provision for bad debts	0.00
(6,042.39)	Graduate Leader Fund	(6,042.39)
(4,022.34)	Creditor & accruals	(1,393.92)
667.47	Petty Cash	239.04
<u>47,233.94</u>		<u>46,354.47</u>

I have examined the above Income & Expenditure Account and Balance Sheet of Great Shefford Under Fives for the Year ended 31st August 2022 and in my opinion they are in accordance with the books and records supplied to me and the explanations given.

**Penelope Lang CA CTA TEP**

**###**



## **Great Shefford Under 5's**

### **Income and Expenditure Account**

**for the Year Ended 31/08/2022**

Y/E 08/31/2021 £		Y/E 08/31/2022 £	Y/E 08/31/2022 £
	<b><u>Pre-School</u></b>		
3,732.60	Fees	5,387.79	
<u>44,346.98</u>	Nursery Education Funding	<u>43,099.93</u>	48,487.72
45,644.31	Less:- Wages	46,551.68	
<u>2,927.00</u>	Hall Rent	<u>2,870.00</u>	49,421.68
<u>-491.73</u>	Profit/(Loss)		<u>-933.96</u>
	<b><u>Toddlers and Co.</u></b>		
700.06	Fees		1,390.50
1,375.23	Less:- Wages	2,333.52	
<u>126.00</u>	Hall Rent	<u>504.00</u>	2,837.52
<u>-801.17</u>			<u>-1,447.02</u>
<u>-1,292.90</u>	Profit/(Loss)		<u>-2,380.98</u>
	<b><u>Other income</u></b>		
391.84	Newbury Building Soc. Interest	281.32	
1,650.59	Profit on Fund Raising	2,578.48	
2,600.00	Donations	2,055.51	
56.00	Uniform	52.00	
0.00	Trip Income	0.00	
<u>1,273.00</u>	Snack receipts	<u>1,644.00</u>	
<u>5,971.43</u>			<u>6,611.31</u>
<u>4,678.53</u>	<b>Operating Profit / Loss</b>		<u>4,230.33</u>

## **Great Shefford Under 5's**

### **Income and Expenditure Account**

**for the Year Ended 31/08/2022**

Y/E			
08/31/2021	EXPENDITURE	2022	2022
£		£	£
367.18	Paper Paint and Supplies	405.89	
577.04	Refreshments	588.51	
895.45	Insurance	911.29	
50.00	Ofsted Registration & West Berks Subscription.	310.00	
291.40	Gratuities	359.61	
247.80	Training	557.26	
69.00	Advertising	0.00	
84.96	Stationery	56.51	
40.00	Telephone	40.00	
275.00	Music Lessons	225.00	
560.00	Phonics lessons	580.00	
0.00	Farm trip	0.00	
450.56	Uniform	0.00	
210.33	Miscellaneous	303.85	
74.51	New Equipment	771.88	
<u>4,193.23</u>			<u>5,109.80</u>
<u>£485.30</u>	Profit		<u>-£879.47</u>

## **Great Shefford Under 5's**

### **CREDITORS & ACCRUALS AS AT 31st AUGUST 20**

£

Disability Access Funding (DAF)	800.00
PAYE	164.43
Logic Grant to be spent	429.49
As per Accounts	<u><u>£1,393.92</u></u>

## **Great Shefford Under 5's**

### **DEBTORS AS AT 31ST AUGUST 2022**

£

Local Lottery Fundraising	240.00
Fees owed at end of Summer term	275.00
As per Accounts	<u><u>£515.00</u></u>

**Great Shefford Under Fives**

**Schedule of Interest Received**

**As at 31st August 2022**

**£**

Newbury Building Society; Notice 90 A/C  
a/c no. 2855031610

interest received gross	281.32
-------------------------	--------

As per Accounts

<b><u>£281.32</u></b>
-----------------------

**Great Shefford Under Fives**  
**Schedule of Training Expenses**  
**As at 31st August 2022**

**£**

Autumn term 2021

Safeguarding, face to face, at Brightwalton School

all staff

Mileage

Spring term 2022

Designated Safeguarding Lead

First Aid, Denise 2 days

Mileage to Hungerford, 2 days

SenCo, Denise

Summer term 2022

Forest School First Aid, Morven

Travel to Forest School First Aid

As per Accounts

**Great Shefford Under Fives**  
**Schedule of Miscellaneous Expenses**  
**As at 31st August 2022**

£

Autumn term  
2021

xmas window decs	7.00
Xmas thank you chocs	18.00
Cleaning of book corner rug	20.00

Spring 2022

Mileage to Advice & a Slice SEND support to take a parent on Monday afternoon	8.10
Sunflower, wild flower, cress seeds	4.00

Summer 2022

Jubilee celebrations; Mr Muddle magician	175.00
lost library book	8.92
compost	5.98
ribbons for sports day	16.75
Domain renewal	6.50
Website nano hosting	27.60
Work Experience chocolates x 2	6.00

As per Accounts

**Great Shefford Under Fives**  
**Schedule of New Equipment**  
**As at 31st August 2022**

£

**Autumn term 2021**

New carpet	59.88
selection board books Red Cross shop	5.00
Orange fencing for outside	30.00
fire pit	49.99
the Christine Pine book	6.49
We're Going on a Present Hunt book	4.99
	<hr/>

**Spring term 2022**

fleece	19.99
2 books	13.98
Ikea beakers & 2 dustpans	9.50
	<hr/>

**Summer term 2022**

tap connector for hose	
garden trolley	89.99
tick twister	5.99
Diversity book; Coming to England	5.67
Firelighters	4.38
Outdoor First Aid kit	16.27
	<hr/>
Jumbo guttering stands	89.99
Giant eye droppers	12.30
Rainbow pebbles	59.99
	<hr/>
Double sided wellie rack	

As per Accounts

**Great Shefford Under Fives**  
**Schedule of Gratuities**  
**As at 31st August 2022**

	£
Auditor garden vouchers	50.00
Computer service, tin of chocolates	5.55
Staff £20 gift voucher x6	120.00
staff wine and flowers	44.06
Xmas thank yous;	
Anouska/ Sarah Harris	10.00
Thank you to staff end of term	130.00
As per Accounts	<b><u>£359.61</u></b>



**Great Shefford Under Fives**  
**Schedule of Snack Money Income**  
**As at 31st August 2022**

<u>Autumn term</u>	£
Snack money received online	405.00
Snack money received cash	18.00
 <u>Spring term</u>	
Snack money received online	541.00
Snack money received cash	26.00
 <u>Summer term</u>	
Snack money received online	600.00
Snack money received cash	54.00
 As per Accounts	<b><u>£1,644.00</u></b>

**Great Shefford Under Fives**  
**Schedule of Advertising**  
**As at 31st August 2022**

£

As per Accounts

**£0.00**

**Great Shefford Under Fives**  
**Schedule of Hall Rent**  
**As at 31st August 2022**

	<b><u>Pre-School</u></b>	<b><u>Toddlers</u></b>
	£	£
Autumn 1	556.00	98.00
Autumn 2	468.00	84.00
Spring 1	546.00	84.00
Spring 2	468.00	84.00
Summer 1	390.00	70.00
Summer 2	442.00	84.00
As per Accounts	<b>£2,870.00</b>	<b>£504.00</b>

**Great Shefford Under Fives**  
**Schedule of Nursery Funding**  
**As at 31st August 2022**

	<u>£</u>	<u>£</u>
		<u>Total</u>
<u>Autumn term</u>		
1st payment	3,862.40	
2nd payment	<u>4,455.19</u>	8317.59
<u>Spring term</u>		
1st payment	5,015.00	
2nd payment	9,248.25	
SEND	1,000.00	
2 Year Old funding	<u>222.00</u>	15485.25
<u>Summer term</u>		
1st payment	8646.34	
2nd payment	8850.75	
SEND	1000.00	
DAF x 2	<u>1600.00</u>	20,097.09
As per accounts		<u><u>£43,899.93</u></u>

**Great Shefford Under Fives**  
**Schedule of Stationery**  
**As at 31st August 2022**

	£	£
<u>Autumn term</u>		
Photocopying forms/Nativity	10.00	
Academic year diary	6.99	
		16.99
<u>Spring term</u>		
2 bags of paperclips		5.00
Blu tack		2.99
<u>Summer term</u>		
5 boxes staples for staple gun and		
200 laminates		31.53
As per Accounts		<b><u>£56.51</u></b>

**Great Shefford Under Fives**  
**Schedule of Fees received**  
**As at 31st August 2022**

	£	£
Owing at start of year		-100.00
Autumn term receipts		
online		1694.00
cash		120.00
Spring term receipts		
online		2319.00
cash		180.00
Summer term receipts		
online		899.79
cash		0.00
owed at start of the year		275.00
As per Accounts		<b><u>£5,387.79</u></b>

**Great Shefford Under Fives**  
**Schedule of Graduate Leader Fund**  
**As at 31st August 2022**

	£
Balance brought forward from 2012 Accounts	7,000.00
Less spent of trip to Norway in Autumn 2012	957.61
As per Accounts	<u><u>£6,042.39</u></u>

This money was paid to the group to retain a graduate leader.  
The money is ring fenced to provide training opportunities for the graduates and when they arise.

**Great Shefford Under Fives**  
**Summary of Monday Baby & Toddler session receipt**  
**As at 31st August 2022**

<u>Autumn 1</u>	£	<u>Autumn 2</u>	£
7 weeks	51.00	6 weeks	36.00
	57.00		24.00
	53.50		33.00
	54.00		36.00
	60.00		15.00
	53.00		42.00
	42.00	online	
	<u>370.50</u>		<u>186.00</u>
<u>Spring 1</u>	48.00	<u>Spring 2</u>	21.00
	36.00		39.00
	60.00		46.00
	45.00		42.00
	51.00		45.00
	60.00		66.00
	<u>300.00</u>		<u>259.00</u>
<u>Summer 1</u>		<u>Summer 2</u>	
cash	45.00		21.00
<i>b/holiday</i>	0.00		27.00
	33.00		12.00
	27.00		27.00
	33.00		32.00
			18.00
	<u>138.00</u>		<u>137.00</u>

As per Accounts

35 weeks. Average per week = £1391 / 35      £39.74



**Great Shefford Under Fives**  
**Schedule of Fund raising**  
**As at 31st August 2022**

**Great Shefford ladies Group**

<u>date</u>		<u>income</u>	<u>expenses</u>	<u>hall rent</u>
Sep 15		20.00		10.00
Sep 29		36.90		10.00
Oct 13	chutney	164.00	45.00	10.00
Oct 27	sloe gin	74.00		10.00
Nov 10	bulb lasagne	65.00		12.00
Nov 24	Wreath making	585.00	58.25	12.00
Jan 26	sewing	16.00		
Feb 09	Yoga	55.00		12.00
Mar 02	sewing	13.00		12.00
Mar 16	Pamper evening	46.00		12.00
Apr 27	hanging basket Prosecco	43.50		12.00
May 19	evening, see below	761.96	210.50	26.00
Jun 08	walk	25.50		0.00
Jun 22	walk			0.00
Jul 27	forest school	40.00		0.00
		1945.86	313.75	138.00

**Surplus on Ladies' Night activities**

Just Giving	9 x £29.23	263.07
Raffle at pub		281.00
Village treasure hunt		200.00
Newbury Agricultural Society prize		25.00
Easy Fundraising		34.50
Amazon Europe Core		25.80
Local Lottery accrual		240.00
Journal re curry payment		15.00

**Total Fund raising as per Accounts**

**Pudding evening**

<i>stalls</i>	30.00	
<i>stalls</i>	75.00	
<i>cash takings</i>	512.00	
<i>Parent donation</i>	85.00	
<i>Sarah baillie</i>	4.00	
<i>wine buy back</i>	<u>55.96</u>	
<b><i>Total income received</i></b>		761.96
<i>wine bought, Emma</i>	-113.82	
<i>wine bought, Emma</i>	-89.88	
<i>sundries, Nicola</i>	-6.80	
<i>hall rent</i>	-26.00	
<b><i>Total expenses of the night</i></b>		<u>-236.50</u>
<b><i>Surplus</i></b>		<u><u>525.46</u></u>

## **Great Shefford Under Fives**

### **Schedule of Donations**

**As at 31st August 2022**

£

#### **Autumn term 2021**

parent donations	232.00
Farols donations for filing cabinets	150.00

#### **Spring Term 2022**

Cirrus Logic	1000.00	
Less deferred to spend in 22/23	<u>429.49</u>	570.51
Parent Donations		154.00
The Great Shefford Pub donation		500.00

#### **Summer Term 2022**

Parent Donations	199.00
Amber River photo competition	250.00

**Total as per Accounts**

**£2,055.51**

A



M

£

60.00

12.60

70.00

90.00

17.46

80.00

175.00

52.20

£557.26

P

£

45.00

12.10

246.75

£303.85



Q

£

156.35

43.47

11.49

122.30

162.28

275.99

£771.88

L

K

N

F

Total

£

654.00

552.00

630.00

552.00

460.00

526.00

£3,374.00

E

U

D



B

duate

**G**

**ts**

Total £ per term

£556.50

£559.00

£275.00

**£1,390.50**

H

**surplus**

10.00

26.90

109.00

64.00

53.00

514.75

16.00

43.00

1.00

34.00

31.50

525.46

25.50

0.00

40.00

---

**£     1,494.11**

---

1084.37

**£ 2,578.48**

**R**

## **£1,000 Outside grant from Cirrus Logic - equipment**

	<b><u>£</u></b>	<b><u>£</u></b>
Grant received		1000.00
fleece	19.99	
Jumbo guttering stands	89.99	
Giant eye droppers	12.30	
Rainbow pebbles	59.99	
Double sided wellie rack	275.99	
garden trolley	89.99	
tick twister	5.99	
Outdoor First Aid kit	16.27	570.51
Balance to be spent at Year End		<b><u>£ 429.49</u></b>

**purchased**