

HOLYMOORSIDE PRE-SCHOOL PLAYGROUP
(Charity No. 1034679)

TRUSTEES REPORT, EXAMINERS REPORT
AND INCOME & EXPENSE REPORT

FOR THE YEAR ENDED 31ST AUGUST 2023

HOLYMOORSIDE PRE-SCHOOL PLAYGROUP
(Charity No. 1034679)

CONTENTS

	<u>Page</u>
Trustees Report	1
AGM Meeting & Treasurers report	2 - 4
Examiners Report	5
Receipts & Payments Account	6

HOLYMOORSIDE PRE-SCHOOL PLAYGROUP
(Charity No. 1034679)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST AUGUST 2023

The trustees have pleasure in presenting their report with the financial statements of the charity for the year ended 31st August 2023.

INTRODUCTION

The details as set out below are those required by the Charities Commission.

LEGAL STATUS

Holymoorside Pre-School Playgroup is constituted by a Deed of Trust, and registered as charity number 1034679

TRUSTEES

A list of trustees is included on the AGM meeting notes on pages 2 & 3 of the report

OBJECTIVES OF HOLYMOORSIDE PRE-SCHOOL PLAYGROUP

The objectives of the charity are to provide high quality education for 2-5 year olds within the EYFS framework within the local community.

ORGANISATION

The management of the charity is under the control of the trustees. The trustees shall have power to deal with any matters not covered by the charity's rules.

RESPONSIBILITIES OF THE TRUSTEES

The Charities Act requires the trustees to prepare financial statements for every financial year, which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus, or the deficiency for the year.

In preparing those financial statements, the trustees are required to select suitable accounting policies, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by the trustees and is signed on their behalf by.....Jo Vickers – Treasurer9 May 2025

Holymoorside Preschool AGM Meeting

Monday 24th June 2024.

Time>20:00 date> 24.06.2024

Present at meeting: Chair- Joel Vargas Treasurer(1)- Jo Vickers Secretary- Isabelle Goodwin

Treasurer(2)-Laura Bown

Committee Attending: Katie Hodby, Grace Milner. Staff attending: Diane Baskerville, Sandra Brocklehurst, Fiona Bonsell. Two family members attended the meeting, Sue Scragg and Hannah Davie.

Apologise: Sally Davies

The Chair opened the meeting and addressed the roles in which the officers do to the individuals present at the meeting.

All members of the committee resigned from their roles and a new election took place.

Old Committee

Officers.

Chair - Joel Vargas

Treasurer- Joanne Vickers

Treasurer Advisor-Laura Bown

Secretary - Isabelle Goodwin

Old Committee Members

Katie Hodby

Sally Davies

Grace Milner

New Committee

Officers.

Chair- Joel Vargas (1ST Sandra.B > 2ND Fiona.B)

Treasurer- Jo Vickers(1st Laura.B > 2ND Joel Vargas)

Treasurer Advisor- Laura Bown

Secretary- Katie Hodby(1st Sandra.B > 2nd Joel Vargas)

New Committee Members

Ellen Mordue

Nicola Marlow

Grace Milner

Sally Davies

1. **Acceptance of minutes:** Acknowledge petition of parents for an earlier start of preschool. Forward letter, for parents not present at meeting.
2. **Complaints, enquires, data request:** Nothing to report from last meeting.
3. **Finances:**
 - Audit of books, charity commission needs to be updated on the 30th of June 2024. Laura Bown is waiting to hear from her accountant to audit the books. This is due to be completed by the 5th of July.

- HSBC forms, Joel to go to Sheffield business as the security questions for the account are going to Laura Bown. The internet banking is mandatory; the telephone banking application has had to be resubmitted. Joel is waiting to here back from HSBC.
- Provider Portal User Access form has been submitted to Derbyshire county council (DCC) received the email of approval on 24.06.24. Jo. Vickers has been added on the portal.
- Quiz night to be held every term, this will bring in a sum of £1,600 per annum.
- Just giving page is still live all donations go straight into the bank account.
- No cash flow since the last one was received at the end of April.
- Diane Baskerville to retire at Christmas time, she has suggested to stay on as bank staff in emergency.
- 3 yrs and 4yrs rate is a pound difference for funded children. On the DCC website, settings for 3 to 4 year olds receive £5.33 per child. 2year olds receive £7.53 per child.
- Joel has the bank statements from two weeks ago.
- Parents are welcome to propose and take lead on new fundraising ideas. Grace sending letters about a raffle which is to be drawn on the 19th of July. Tickets to be sent out the week commencing the 1st of July. At a £1.00 a ticket or £5.00 for a book.

Staffing.

- J.Vargas to look and update contracts of S.Brocklehurst and D.Baskerville
- I. Goodwin to join the setting when she finalises her EY course.
- LB has suggested we have a live register online, using Google sheet's, which can be linked with preschool's Gmail account. This will be more efficient to treasurer J.Vickers if children are wanting extra sessions, also to make requests for funding.

Policies.

- Sickness Policy and maternity policy need updating.

Committee.

- Preschool learning Alliance- need information, to see if committee can step in if a member of staff is off sick as all committee members are DBS checked.
- S.Davies letter of acceptance arrived. All previous committee members are up to date with letters of acceptance from OFSTED. New members will have to start and complete DBS forms
- Delegate roles and responsibilities of treasurer out to the committee, potentially staff.
- Inform of potential roles for the new committee members.
- I. Goodwin to step down from secretary role due to her role as staff in the meeting.
- L. Bown will remain as Financial Advisor until the End of Year Accounts. J.Vickers will take on role as treasurer.

Premises, Equipment, Update on Preschool Events.

- Trip to Adam's happy hens cost £35.00 to cover cost of staff. Parents made a £2.00 contribution for an ice cream for their child.
- A discussion for a permanent piece of equipment for Xmas party to be purchased instead of hiring something every year. An inflatable ball pool has been suggested, nothing has been purchased as of yet. Messy play was suggested by E.Mordue.

Upcoming Events.

- Party end of term to happen every day.

Other Business.

- A refundable deposit for new starters. Is this lawful? As all nurseries do this. Committee have checked and this is doable and allowed. To be discussed more at the next meeting.

Set time for next meeting.

- Monday 16TH of September. 8pm at Holymoorside Village Hall.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Holymoorside Pre-school Playgroup

On accounts for the year
ended

31 August 2023

Charity no
(if any)

1034679

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2023**.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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: I Blanksby

Date: 9 May 2025

Name: Iain Blanksby

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

Association of Accounting Technicians

Address:

Accountable4u

47 Valley Road

Barlow S18 7SL



CHARITY COMMISSION
FOR ENGLAND AND WALES

HOLYMOORSIDE PRE-SCHOOL PLAYGROUP

1034679

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/09/2022

To

Period end date
31/08/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Debyshire Council funding	13,476	-	-	13,476	24,613
Pre-school fees	19,494	-	-	19,494	12,983
Fundraising & donations	10,822	-	-	10,822	3,112
Interest received	104	-	-	104	4
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	43,896	-	-	43,896	40,712
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	43,896	-	-	43,896	40,712
A3 Payments					
Staff costs	32,813	-	-	32,813	39,572
Rent	1,452	-	-	1,452	2,944
General expenses	635	-	-	635	1,305
Professional fees	550	-	-	550	-
Bank charges	79	-	-	79	60
Parties	-	-	-	-	115
Insurance	-	-	-	-	644
Stationary & office costs	-	-	-	-	234
Equipment	-	-	-	-	570
Sub total	35,529	-	-	35,529	45,444
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	35,529	-	-	35,529	45,444
Net of receipts/(payments)	8,367	-	-	8,367	- 4,732
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,382	-	-	19,382	24,114
Cash funds this year end	27,749	-	-	27,749	19,382

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
	Current Account	14,348	-	4,080
	Money Manager Account	13,401	-	15,298
	Petty Cash	-	-	4
	Total cash funds	27,749	-	19,382
	(agree balances with receipts and payments account(s))	OK	OK	Agreement Error
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Jo Vickers	09/05/2025	