



Registered charity no.1035144  
Ofsted no.127613

## Introduction

This report details the work carried out by St Michael's Pre-school during the year starting 1 April 2023 and ending 31 March 2024.

St Michael's is a committee-run pre-school, which has adopted and is working to the Pre-school Learning Alliance constitution. The setting is Ofsted registered (reference 127613). The pre-school operates from rented premises, at St Michael's and All Angels Church Hall, 2 High Road, Wilmington, Kent, DA2 7EG.

It currently offers sessional childcare places for children aged between two and five years, Monday to Friday, from 9.15am to 12.15pm, during school term times. When the demand is there, it now offers extended sessions on a Tuesday and Thursday afternoon whereby children stay for lunch (provided by the parents). This is not included in the 15 hours' free funding and is chargeable to parents.

The pre-school currently employs 6 members of staff on a part-time basis (one of whom is a volunteer) and is licensed to have a maximum of 35 children per session. The setting is currently co-managed (since September 2022). Both individuals manage the setting together.

## Committee members

For the period up to 31 March 2024, St Michael's Pre-school committee members were:

- Lucy Garrott – Chair
- Judit parsons – Treasurer
- Kirsty Mitchell – Secretary
- Rebecca Chipps – committee member
- Jennifer Wright – committee member.
- Abbie Simkins – Committee member
- Bethany Hollands – Committee member

## Fund raising and grants.

A variety of fundraising events were held throughout the year, involving the children and families who attend preschool. These included a Christmas raffle, chocolate tombola stall, summer fair, Happy school bag clothes collection and dress up days.

The Preschool received £892.19 grant from Bupa Foundation Green Community grants during this financial year. This was used for the Preschools allotment. The allotment was donated to St Michaels Preschool by the local parish council.

The total income from fundraising this year was £2,426.76.

### **Events and parent partnership**

Parent consultations are held 3 times a year (November, March and June). The preschool also held coffee/stay and play sessions where parents/carers are invited into the setting to share their children's learning. These were held once every short term. The preschool also held a Christmas party and graduation party (during the summer) inviting parents and children along. Regular updates were given to parents through email, settings Facebook page, Newsletters and meetings, to discuss child's wellbeing and development.

This year, the pre-school continues its family open mornings, roughly once a term. These provide an opportunity for parents and carers to be involved in their children's learning and strengthen their relationship with staff.

### **Finances**

A copy of the audited financial accounts is attached. A meeting of the committee was held on 14th October 2024, to approve them.

### **Conclusion**

2023/24 saw a better financial year for St Michael's Pre-school. The decision to make a member of staff redundant (made by the committee in March 2023), another member of staff leaving and the recruitment for another member of staff delayed until absolutely necessary for ratios, resulted in a significant financial shift for the preschool. This significant change in staff levels has shown benefits during the financial year, 23/24. High numbers of children attending preschool also contributed to this.

Staff and committee members continued to work to improve the facilities and experience offered to the children. Funds raised during the year were put towards equipment and resources. Staff also undertook mandatory training, including safeguarding and child protection, food hygiene, first aid, and had free access to a suite of continued professional development courses through Educare (portal provided by the early years alliance), The Education people and Noddle Now, the settings own training platform which offers a variety of training modules relevant to our sector.

The pre-school continued to use its termly newsletter and Facebook page to keep connected with parents and give them an insight into day-to-day activities. Parent review meetings and other celebrations are held to form good relationships with parents and keep them updated with their child's development and learning. Parents are welcome to speak to practitioners at any time they have any concerns about their child. Parents partnership is made strong through our open-door policy.

St Michael's continues to support the needs of the local community by providing safe, stimulating and affordable pre-school education, with the help of a dedicated and professional staff and committee. It is hoped this will continue to be the case for the forthcoming year – although, due to rising business costs and low funding rates, the committee will need to give specific focus to future sustainability.

**ST MICHAEL'S PRE-SCHOOL**  
**INCOME & EXPENDITURE**

<b>INCOME:</b>	<b>2023/2024</b>	<b>2022/2023</b>	<b>Variance</b>	<b>2021/2022</b>	<b>2020/21</b>	<b>2019/20</b>
Interest Received- Savings Account	140.96	32.13	108.83	0.90	4.16	18.09
Book Club	-	-	-	-	-	91.50
Fees	23,040.93	11,625.19	11,415.74	14,321.50	18,448.75	18,545.36
Funding	54,643.60	41,231.32	13,412.28	49,110.15	49,521.84	35,700.44
Fundraising Income	2,426.76	1,127.33	1,299.43	249.04	990.71	1,459.68
Uniform	169.00	-	169.00	-	67.00	447.00
Resources Income	874.50	874.50	-	796.00	622.00	3,214.36
Other Income	188.14	167.74	20.40	1,608.60	147.95	0.50
Council Grant	-	-	-	-	4,200.00	-
Furlough and SMP grants	-	5,318.63	- 5,318.63	-	4,441.78	-
<b>TOTAL INCOME</b>	<b>£ 81,483.89</b>	<b>£ 60,376.84</b>	<b>£ 21,107.05</b>	<b>£ 66,086.19</b>	<b>£ 78,444.19</b>	<b>£ 59,476.93</b>
<b>EXPENDITURE:</b>	<b>2023/2024</b>	<b>2022/2023</b>	<b>Variance</b>	<b>2021/2022</b>	<b>2020/21</b>	<b>2019/20</b>
Craft & Child activities	150.52	371.99	221.47	554.17	-	214.60
Equipment, including Covid protection items	1,988.72	1,922.37	- 66.35	1,953.35	735.29	484.29
Entertaining & Gifts	366.48	92.75	- 273.73	321.26	-	200.00
Insurance	1,466.30	1,171.52	- 294.78	924.08	910.13	642.24
Miscellaneous	18.00	15.00	- 3.00	20.00	122.64	784.39
Post Office	-	-	-	-	-	25.05
Rent	8,823.00	8,866.00	43.00	5,474.25	5,273.05	5,110.00
Salaries	52,026.93	53,634.15	1,607.22	61,492.05	50,090.02	52,644.75
Subscriptions and DBS	42.20	60.10	17.90	268.16	387.79	412.31
Stationery/office equipment	475.33	424.18	- 51.15	838.16	187.26	104.96
Supplies-Milk Food	253.92	168.02	- 85.90	79.59	20.35	351.95
Telephone	186.46	40.00	- 146.46	40.00	30.00	45.00
Accounting	186.00	154.00	- 32.00	154.00	138.00	132.00
Cleaning and other sundries	-	208.50	208.50	82.54	157.24	24.66
Uniform	858.92	78.40	- 780.52	0.00	176.40	280.00
Staff courses	350.00	679.00	329.00	1,418.92	682.68	934.25
Computer costs	-	200.63	200.63	-	209.97	114.65
Bank Charge	73.38	123.19	49.81	27.80	-	8.36
<b>TOTAL EXPENDITURE</b>	<b>£ 67,266.16</b>	<b>£ 68,209.80</b>	<b>£ 943.64</b>	<b>£ 73,648.33</b>	<b>£ 59,120.82</b>	<b>£ 62,513.46</b>
<b>EXCESS OF EXPENDITURE OVER INCOME</b>	<b>£ 14,217.73</b>	<b>-£ 7,832.96</b>	<b>£ 20,163.41</b>	<b>-£ 7,562.14</b>	<b>£ 19,323.37</b>	<b>-£ 3,036.53</b>
<b>Previous year balance B/fwd</b>	<b>15,452.63</b>	<b>23,285.59</b>		<b>£ 30,847.73</b>	<b>£ 11,524.36</b>	<b>£ 14,560.89</b>
<b>Deficit/Excess in year</b>	<b>14,217.73</b>	<b>-7,832.96</b>		<b>-£ 7,562.14</b>	<b>£ 19,323.37</b>	<b>-£ 3,036.53</b>
<b>This year balance C/fwd</b>	<b>£ 29,670.36</b>	<b>£ 15,452.63</b>		<b>£ 23,285.59</b>	<b>£ 30,847.73</b>	<b>£ 11,524.36</b>
<b>Funded by</b>	<b>Current A/C</b>	<b>21,115.22</b>	<b>7,228.20</b>	<b>£ 14,906.26</b>	<b>£ 22,811.72</b>	<b>£ 3,478.00</b>
	<b>Deposit A/C</b>	<b>8,180.87</b>	<b>8,039.91</b>	<b>£ 8,007.78</b>	<b>£ 8,006.88</b>	<b>£ 8,002.72</b>
	<b>Petty Cash</b>	<b>374.27</b>	<b>184.52</b>	<b>£ 371.55</b>	<b>£ 29.13</b>	<b>£ 43.64</b>
	<b>£</b>	<b>29,670.36</b>	<b>£ 15,452.63</b>	<b>£ 23,285.59</b>	<b>£ 30,847.73</b>	<b>£ 11,524.36</b>

On the basis of records, information & explanations supplied to us I have independently reviewed & approved these accounts.

Joanna McGovern

Dated 27-Sep-24

St Michael's Pre-school

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Report from the Accountant to the Committee to accompany the income and expenditure account:

The management team made significant steps in the year to 31/03/2024 to improve the profitability. They completed the redundancy plans started the year previously and have managed well since. There are small sums overpaid to HMRC for national insurance because of employers allowance claims which will benefit the 2024/25 year when the figures have been calculated. Rent paid late has been adjusted above for comparison purposes.

Pupil numbers have increased and price increases implemented. Claims for funding to KCC are being processed with more regularity.

While cash flow is stable that the trustees should consider taking advantage of the good interest rates and invest some funds.

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**INCOME & EXPENDITURE**

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