

**Lilleshall Pre-School**

**Financial Statements**

**Year ended 31 March 2022**

**Registered Charity Number 1036071**

**Lilleshall Pre-School**

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for Year Ended 31st March 2022**

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**Lilleshall Pre-School**

**Independent Examiner's Report to the Trustees of Lilleshall Pre-School  
for Year Ended 31st March 2022**

I report on the accounts of the Trust for the year ended 31st March 2022, which are set out on pages 1 to 6.

**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 trustee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an 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**

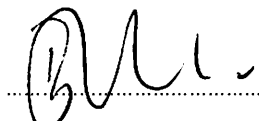
In connection with my examination, no matter has come to my attention:

(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 2011 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.

  
Barry Talbot FCCA

Date..... 20-4-23

**Lilleshall Preschool**

**General Fund Receipts and Payments**

**for Year Ended 31st March 2022**

	2022		2021	
	£	£	£	£
<b>Receipts</b>				
Funding from Telford and Wrekin Council		71,492		70,933
Fees		26,624		13,453
		<u>98,116</u>		<u>84,386</u>
<b>Payments</b>				
Salaries & Pension	67,625		61,994	
Staff training	1,091		240	
Premises	9,946		8,514	
Children's food/toys/hygiene	1,699		629	
Administration	1,007		767	
Accountancy & payroll fees	674		(246)	
Repairs	-		46	
Other	<u>397</u>		<u>318</u>	
		82,440		72,262
<b>Excess receipts over expenditure</b>		<u>15,676</u>		<u>12,124</u>
Surplus on fundraising activities		4,377		1,067
<b>Surplus for the year</b>		<u><u>20,053</u></u>		<u><u>13,191</u></u>

**Lilleshall Pre-School**

**Restricted Funds**

**Receipts and Payments for the year ended 31st March 2022**

	2022 £	2021 £	2020 £
<b><u>Marketing Fund</u></b>			
Cash/bank balance at 1st April 2021	99	99	99
Cash/bank balance at 31st March 2022	<u>99</u>	<u>99</u>	<u>99</u>
	2022 £	2021 £	2020 £
<b><u>Reserve Fund</u></b>			
<b>Receipts</b>			
Interest received	1	1	19
Transfers from the General Fund	20,053	15,134	3,494
Cash/bank balance at 1st April 2021	39,652	24,517	21,004
Cash/bank balance at 31st March 2022	<u>59,707</u>	<u>39,652</u>	<u>24,517</u>

**Lilleshall Pre-School**

**Statement of Assets and Liabilities as at 31st March 2022**

**1. Monetary Assets**

	Cash	Bank Current Account	Bank Fundraising Account	Bank Bonus Saver Account	Total
Balances as at 1st April 2021	145	24,626	3,353	11,628	39,751
Excess receipts/(payments) for the year:					
General Fund	280	16,460	2,813	500	20,053
Restricted Fund	-	-	-	1	1
<b>Balances as at 31 March 2022</b>	<u>425</u>	<u>41,086</u>	<u>6,166</u>	<u>12,129</u>	<u>59,806</u>

**2. General and Restricted Funds**

	General Fund	Marketing Fund (restricted)	Reserve Fund (restricted)	Total
Balances as at 1st April 2021	-	99	39,652	39,751
Excess receipts over payments for the year	20,053		1	20,055
Movement to the General Fund	(20,053)		20,053	-
<b>Balances as at 31 March 2022</b>	<u>-</u>	<u>99</u>	<u>59,707</u>	<u>59,806</u>

**3. Other Assets**

- a) The Pre-School building is leased from Telford and Wrekin Council and insured through them.
- b) The contents of the building have not been valued for financial accounts purposes but have been insured.

**Lilleshall Pre-School**

**Report of the Trustees for the Year Ended 31st March 2022**

**Statement of Responsibilities of Trustees**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports).

Regulations 2008 and the provisions of the constitution. They 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.



Signed on Behalf of the Trustees

10-04-2023

Date

**Lilleshall Pre-School**

**Notes to the Financial Statements for the Year Ended 31st March 2022**

**1. Format of the accounts**

The accounts have been prepared on the receipts and payments basis.

**2. Detailed Analysis of General Fund Payments**

<b>Premises</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Electricity	2,216	1,388
Insurance	2,293	2,267
Repairs and Maintenance	393	46
Refuse Collection	615	637
Rent	4,130	3,780
Water Charges	298	442
	<u>9,946</u>	<u>8,560</u>
 <b>Children's Food/Toys/Hygiene</b>	 <b>2022</b>	 <b>2021</b>
	<b>£</b>	<b>£</b>
Food	280	95
Hygiene	752	525
Toys & equipment	667	10
	<u>1,699</u>	<u>629</u>
 <b>Administration</b>	 <b>2022</b>	 <b>2021</b>
	<b>£</b>	<b>£</b>
Stationery & postage	284	199
Subscriptions	37	40
Telephone	408	385
Advertising	113	-
Licenses	40	40
Gifts	125	106
	<u>1,007</u>	<u>770</u>
 <b>Other</b>	 <b>2022</b>	 <b>2021</b>
	<b>£</b>	<b>£</b>
COVID testing	-	318
Bank/Interest charges	63	-
Other	58	-
Travel	2	-
DBS check	64	320
Uniform	211	-
	<u>397</u>	<u>638</u>



**Lilleshall Pre-School**

**Notes to the Financial Statements for the Year Ended 31st March 2022**

**3. Detailed analysis of surplus on fundraising activities**

	2022 Surplus £	2021 Surplus £
General Fundraising	3,052	611
Charitable Giving	300	381
Newport DRC	-	75
Advertising	750	-
Training courses	275	-
	<u>4,377</u>	<u>1,067</u>

**Lilleshall Pre-School**

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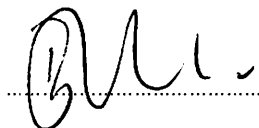
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**Lilleshall Preschool**

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10-04-2023

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**Lilleshall Pre-School**

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## **Lilleshall Pre School**

### **Annual General Meeting**

**9th May 2023**

#### **Attendees:**

Onsite:

Stacie

Jen

Tina

Jo

Heidi

Online via Teams

Olivia Mom

Luke & Alice

Sarah Jayne

Emma Brookes

Hayley

Leos Mom

Amy Evans

Amanda Clay

Frances Taylor

Tom Williams

Becky Thomson

Apologies:

Michelle Pearce

Caroline Giles

Stephanie Wilde

#### **Chairperson's Report**

This academic year has been another successful year with yet again, all children places filled which reflects the hard work, dedication and excellent education provided by all our staff with a super reputation.

After 30 plus years of service, we said goodbye to Christine Leyden as our Deputy Manager though pleased to say she helps out at the pre school supporting us. Alice Rowenhourst was promoted to Deputy Manager and Hattie Smith returned to pre school as a key worker – both positions were positively welcomed and both Alice and Hattie have proven themselves as great team players.

With the pandemic over, we were able to continue with fundraising events and the Scarecrow Festival raised over £1338.49, Christmas fundraising £499.60 and Easter £207.75. We thank all staff, committee, parents and the community for their contribution to all the work and support in these events and monies raised.

Due to the difficulty recruiting members for our parent led committee, the decision was made to change the leadership of the pre school from parent-led to a CIO (Charitable Incorporated Organisation). The requirement for a parent-led committee is 7 members – 60% of these to be parents of children at the pre-school. Gone are the days of stay-at-home parents and with our busy lifestyles; this is not only an issue at our pre school, it is a national problem. A CIO requires

only 3 members and allows the pre school to run effectively. With this in mind, parents voice and children's needs is still our priority and we still be looking for support in future events.

We have bit hit with a huge hike in energy bills and all supplier costs have increased. We have been monitoring these closely. All staff wages were increased in line with new minimum wage as directed by local government. Due to the cost increases, we had to increase fees however we kept this at a minimum. As a committee, we decided not to increase snack/resources fee this academic year. We have held back from spend to ensure that all costs have been covered, though this has not been to the detriment of the pre school. An example of cost cutting is the installation of a new paper towel hand drying unit which saves us around £55 a month.

We do have a pot of money in fundraising and looking to purchase IT for the children along with other items. We will introduce technology more into the pre school however this will be limited use as technology does not replace basic skills.

Our roof needs to be fixed an we are currently receiving quotes for this work. A new roof is circa £15,000 however we only need a re-seal which lowers costs. If anyone is aware of contacts able to assist us with this, any contacts would be appreciated.

I will talk more about the CIO and cop-option of members if a short while though first I will pass you on to Tina our Pre School Manager and then Stacie Brown to present finance details.

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## **Manager's Report**

I would like to thank all of my staff for all their hard work and commitment again this year.

We know the children so well and are able to offer a curriculum to meet all of their need with each child being unique.

In July we sadly said goodbye to Chris leyden after 30 plus years.

She has been sadly missed and has taken all staff a long time to get used to her not being here, with being part of the furniture for many years.

She is now our bank staff if we need cover.

Alice Rouwenhorst took on the role has deputy Manager and is doing an amazing job.

Hattie joined us has an assistant and has just taken on the role has a keyperson in April.

Alice has now completed her level 3 send course and is now our named Sendco.

Amy has wanted to do her level 3 qualification for many years and has started a apprenticeship in September to do this which is going well.

We continue to meet with parents on a termly basis sharing children's progress and next steps, giving us the opportunity to get to know parents building strong relationships.

We are currently full we have only a few afternoon sessions available this side of September.

We are losing 25 children in July as they move on to school.

21 to Lilleshall school,

1 to Muxton

2 to Sheriffhales.

September sessions are going fast we only have a few sessions left so within the next few weeks we will be full too.

This is so amazing as we don't have to advertise it is all done by word of mouth.

Thank you to Luke Alice's hubby for all the hard work he has done on developing and updating our website which is now live and looks amazing.

A big thankyou to Stacie for all the hard work she has also done for preschool, at times I don't know what I would have done without her support, she has taken on a lot of the paperwork etc giving me more time to concentrate more on leading the staff, and children's progress.

Thanks also to Stacie for helping me with my computer skills which are not very good.

WE ARE DUE AN OFSTED VISIT AT ANY TIME!!!!!!

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### **Treasurer's Report**

Firstly, I would like to thank parents, for all your efforts with the various fundraising events throughout the year, we do really appreciate all your help.

We have received the accounts signed off from the Accountant now so I will quickly give you a run through these:

For the year starting April 2021 and ending March 2022 we have received a total income of £98,116 with a total spend of £82,440. This left us with a surplus of £15,676 which when added onto the surplus of fundraising of £4,377 gave us a total of £20,053.

The income is made up of funding we receive from Telford & Wrekin, fees from fee paying parents, snack fees, the sale of uniform, advertising and fundraising and donations.

The spending for 2021 - 2022 is made up of the following:

Salaries and Pension	£67,625
Staff Training	£1,091
Premises	£9,946

Children's Food/Toys/Hygiene	£1,699
Administration	£1,007
Accountancy and Payroll Fee's	£674
Other Spends	£397

A breakdown of all of these items are shown on the Financial Statements if anybody would like a copy via email.

To compare Bank balances, on the 3rd April 2022

Current account - £40,862 compared today 09/05/23 £40,977

Reserve account - £12,729 compared today 09/05/23 £14,010

Fundraising account - £6166 - compared today 09/05/23 £8,537

So, moving forward to the financial period 2022 - 2023 we've also had a good year, but the extra surplus raised in 2021 - 2022 as been used in the increase in bills/wages etc. This has meant we have had to increase the fee's in April 23 again in light of the minimum wage increase and to hopefully keep on track for the years to come.

I do not see us having any financial difficulties in the future, as long as we keep continuing to cut back on expenses where we can, as long as we have the support from parents with regards to Fundraising, we should stay on track for many years to come. Thank you!

## Constitution:

The pre school model constitution is based on meeting the legal requirements of the former

Children's Service Act 1985.

The current constitution rules are as follows:

- To ensure we have a committee comprising of family members of children who attend Lilleshall pre school along with community volunteers who are willing to support the aims of the pre school.
- Not less than 60% of the committee members, including co-opted members, shall at the time of election or so-option be family members.

The standard protocol at an AGM is that all committee members stand down and parents voted in.

Due to our change from our current constitution to CIO, some current members are no longer parents of children remaining at pre-school. All members require EYFS status and a DBS. In our experience and dealing with paperwork previously, EYFS has taken up to 6 months and DBS around 6 weeks to obtain.

Dinky Ones are continuing to process the change from parent-led to CIO and this should be complete by September 2023.

Based on this, we request that all current committee continue to stand until this time. I feel it is in the best interest of our charity during the change and have taken into account various factors including time lines, current committee input and support. To vote on new members who have to spend time applying for various memberships only to be a committee member for a few weeks is unreasonable to ask.

I will continue with the votes and we require attendees to 'yey' and 'second yey' whilst running through names.

If there is a no response to any of the members names, we will take this into account - the decision is your choice.

Chair - Jenny Urey - Yeys Jo / Alice

Treasurer - Stacie Brown - Stepped Down

Safeguarding - Heidi Roe - Yeys Tina / Emma

Michelle Pearce - Yeys - Jo / Becky

Joanne Tombs - Yeys - Tina / Sarah

Stephanie - Yeys - Becky / Emma

Becky Thompson Yeys - Tina / Amy

Caroline Giles - Yeys - Heidi / Sarah

We will now sign the constitution.

Thank you all for coming and attending our Annual General Meetings. The minutes and Accounts will be forwarded onto everybody via email.