

ARDEN GROVE PRE-SCHOOL

England & Wales · Charity number 1037079

Details

Other names HAWTHORNE AVENUE PLAYGROUP, HAWTHORNE AVENUE PRE-SCHOOL

Status Registered

Legal form Other

Registered 1994-04-28

Register [View on the Charity Commission register](#)

Contact

Address Arden Grove Pre-School
Cottinghams Drive
Norwich
Norfolk
Norfolk
NR6 6QA

Phone 01603482315

Email ardengrovespreschool@gmail.com

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN BELOW STATUTORY SCHOOL AGE IN ARDEN GROVE PRE-SCHOOL BY - PROVIDING SAFE AND SATISFYING GROUP PLAY, IN WHICH PARENTS HAVE THE RIGHT TO TAKE PART, AND, ENCOURAGING OTHER CHARITABLE ACTIVITIES THROUGH WHICH PARENTS MAY HELP THE CHILDREN

Activities: childcare provision

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£69,175	£66,306	-	-
2024-08-31	£59,209	£62,331	-	-
2023-08-31	£55,391	£63,815	-	-
2022-08-31	£61,744	£56,778	-	-
2021-08-31	£54,896	£50,191	-	-

Trustees

Name	Role	Appointed
Emma Hawes	Chair	2023-01-17
Constance Alice Gooch		2021-11-11
Deborah Moore		2025-01-14
Hayley Megan Thompson		2021-11-11
Mel Turmaine		2024-11-19
Sonya Turmaine		2024-11-19

ARDEN GROVE PRE-SCHOOL

England & Wales - Charity number 1037079

Accounts



Registered Charity number: 1037079
Cottinghams Drive, Hellesdon, Norwich, NR6 6QA
email: ardengrovepreschool@gmail.com
Tel: 01603 482315.

ARDEN GROVE PRESCHOOL

REPORT OF THE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 20245

The committee presents its report and audited financial statements for the year ended 31 August 2025

Reference and Administrative Information

Charity Name:	Arden Grove Preschool
Charity registration number:	1037079
Operational address:	Cottinghams Drive Hellesdon Norwich Norfolk NR6 6QA

Trustees (Committee)

Emma Hawes	Chairperson
Connie Gooch	Secretary
Hayley Thompson	Treasurer

Debbie Moore
Mel Turmaine
Sonya Turmaine

Supervisor of Pre School

E Stevens

Bankers

Natwest

Independent Examiner

L Douglass
96 Drayton Wood Road
Norwich
NR6 5BZ

Structure, Governance and Management

Governing Document

Arden Grove Preschool was established in January 1994 at Arden Grove Infant School and was registered as a charity on 28th April 1994 and is governed by a constitution adopted on the 15th Day of May 2008

Recruitment and Appointment of Committee Members

At least 60% of the committee, including co-opted members, must be parents or guardians of children in the Preschool. In the event that 60% cannot be achieved, then affiliate members may be elected. The committee members are elected for a period of one year at the annual general meeting. Retiring committee members are eligible for re-election unless they have already served as a committee member for 10 consecutive years.

The committee members were all elected at the AGM in Autumn Term 2024.

Committee Members Induction and Training

New committee members are encouraged to read the charity's constitution, the last financial statements of the charity and the Charity Commission guidance, CC3, 'The Essential Trustee'.

Risk Management

The committee have reviewed and identified the risks that the Pre School faces and have systems to monitor and control these risks to mitigate any impact they may have on the Pre-school in the future. These systems are reviewed on a regular basis.

Organisational Structure

The charity has a committee consisting of Chair, Secretary and Treasurer and not less than 4 nor more than 9 elected members. If the committee so decides, it may have not more than 3 members co-opted by the committee. At least two-thirds of the committee members shall at the time of election be parents or guardians of children in the Pre School. The committee meets half termly and the day to day running of the Pre School rests with the Pre School Supervisor, as assisted by 5 members of staff.

Objectives and Activities

The charity's objects are to enhance the development and education of children below compulsory school age by providing safe and satisfying play, in which the parents have the right to take part and encouraging other charitable activities through which parents may help the children.

Achievements and Performance

We continue to be a thriving Pre School. We are fortunate to have a strong established, management committee and generally are well resourced.

Staff continue to undertake vocational training in Early Years and also in their areas of responsibility. We are linking more with Arden Grove Infant and Nursery School's Foundation Stage team to further improve transitions for children moving on to nursery and reception classes. We continue to work with outside agencies to support our children's well-being and individual needs.

The pressures around our finances continue, with further successive increases to the minimum wage compounded by insufficient government funding and overall increase in our costs.

Our fundraising efforts are to raise enough money for us to purchase new equipment.

Public Benefit

The Pre School is open to all children, without any catchment area, nationality, religious or other restriction, from when they are two years and three months old until they are able to enter infant school. Early Years funding is available for all children from the term following their third birthday. 2 year old funded place are available to those families meeting the criteria.

Financial Review

There was a net increase in general funds of £2,868.09

There was a decrease in the designated fundraising fund of £9.15

Reserves Policy

It is the policy of the committee to maintain general funds at a level that equates to three months resources expended, a figure of approximately £16,600. This provides sufficient funds to cover salaries and other costs incurred in the event of a temporary reduction in fee or other income.

Free reserves in the general fund at the year-end amounted to £21,622.26

Designated funds resulting from parental fundraising amounting to £4,985.54 are held in the fundraising fund to provide new equipment during each school year.

Plans for the Future

We are continuing to improve our outside area. We have installed some bench seating and planters to create a restful, sensory space for children and adults.

We are glad to be able to welcome back students and young adults who wish to train in Early Years. Our apprentices are in their second years and we will mentor through to their awards. We also work with City College to offer placements to students wishing to enter the Early Years workforce.

Approved by the Committee on and signed on its behalf by:

E Hawes

Chair of Committee.

Arden Grove Pre-School

Income and Expenditure Account

<u>For the Year Ended</u>	<u>31/08/2025</u>	<u>31/08/2024</u>	<u>Variance</u>
	<u>£</u>	<u>£</u>	<u>£</u>
	<u>Notes</u>		
Income:			
Fees	6071.81	17045.00	10973.19
NCC Funding	60902.59	38010.47	-22892.12
Fundraising	1177.75	2584.36	1406.61
Milk Refunds	186.45	198.45	12.00
Interest	304.41	371.15	66.74
Donations	32.00	1000.00	968.00
Apprenticeship	500.00	0.00	-500.00
	<hr/>	<hr/>	<hr/>
	69175.01	59209.43	-9965.58
Expenditure:			
Staff Wages	56674.41	51312.77	-5361.64
Rent	1820.00	2730.00	910.00
Repairs & Renewals	60.00	0.00	-60.00
Fruit/Milk - Sundries	1316.34	1110.04	-206.30
Consumables	682.00	625.59	-56.41
Equipment	1556.59	2003.72	447.13
Insurance	890.52	852.99	-37.53
Memberships/Subscriptions	425.00	470.40	45.40
Accountancy Fees	990.00	1040.00	50.00
Staff Training	178.50	700.00	521.50
Other Staff Costs	478.20	0.00	-478.20
Admin/Office supplies	1235.36	1464.01	228.65
Fundraising Costs	0.00	21.53	21.53
	<hr/>	<hr/>	<hr/>
	66306.92	62331.05	-3975.87
Excess/(shortfall) of income over expenditure	2868.09	-3121.62	
Bank Balance B/Fwd	26402.59	29524.21	
Petty Cash	0.00	0.00	
	<hr/>	<hr/>	
	26402.59	29524.21	
Bank Balance C/Fwd	29270.68	26402.59	
Petty Cash	0.00	0.00	
	<hr/>	<hr/>	
	29270.68	26402.59	
Represented by:			
Current A/C - 08842159	2662.88	1383.12	
Fundraising A/C -68354657	4985.54	4994.69	
Reserve A/C - 69897433	21622.26	20024.78	
Petty Cash as at 31/08	0.00	0.00	
	<hr/>	<hr/>	
	29270.68	26402.59	

Accounts Independently checked by:
Lacey Douglass

Date: 13/09/2025

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF ARDEN GROVE PRE-SCHOOL

YEAR ENDED 31 AUGUST 2025

I report on the accounts of Arden Grove Pre-School for the year ended 31 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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission.
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commissioners. 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 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 to 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.

Lacey Douglass
96 Drayton Wood Road
Hellesdon
Norwich
NR6 5BZ

13th September 2025

Financial Report for Year to 31st August 2025

A return to a surplus for the preschool of £2,868.09

Changes to funding for working parents has lead to an almost doubling of funded income but this has resulted in a decline in fee income. As Government funding for 2 year olds is higher than the fee paying hourly rate, the preschool has benefitted from the funding changes.

The 3-4 year old funding rate remains underfunded on the cost of delivering places but a widescale review of early years funding nationally is proposed in the next financial year.

Wages remain the largest cost for the preschool and these increased slightly due to higher hourly rates but this was mitigated by a natural reduction in overall staff numbers.

Recruitment remains challenging across the sector.

The current account holds £2,662.88 to meet the day to day running costs of the pre-school.

The reserve account holds £21,622.26. The pre-school should hold enough reserves to cover at least 3 months expenditure (£16,600.00) and the amount held in the reserve account is just sufficient for this purpose should the preschool encounter financial difficulties in the future.

The fundraising total was £1177.75, a decrease of £1,406.61 on the previous year. The fundraising account holds £4,985.54 at the end of the financial year.

An external bookkeeping service was retained by the committee for payroll, monthly accounts, budgets and year end accounts. While this is a cost to the pre-school, the benefits for the committee have been wide ranging.

Lacey Douglass

Bookkeeper

13th September 2025

ARDEN GROVE PRE-SCHOOL

England & Wales - Charity number 1037079

Accounts



Registered Charity number: 1037079
Cottinghams Drive, Hellesdon, Norwich, NR6 6QA
email: ardengrovepreschool@gmail.com
Tel: 01603 482315.

ARDEN GROVE PRESCHOOL

REPORT OF THE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2024

The committee presents its report and audited financial statements for the year ended 31 August 2024

Reference and Administrative Information

Charity Name:	Arden Grove Preschool
Charity registration number:	1037079
Operational address:	Cottinghams Drive Hellesdon Norwich Norfolk NR6 6QA

Trustees (Committee)

Emma Haws	Chairperson
Gemma Baxter	Secretary
Hayley Thompson	Treasurer

Claire Willingham
Connie Gooch
Charlene Pinfold
Sam Lincoln
Kirsten Knights

Supervisor of Pre School

E Stevens

Bankers

Natwest

Independent Examiner

L Douglass
96 Drayton Wood Road
Norwich
NR6 5BZ

Structure, Governance and Management

Governing Document

Arden Grove Preschool was established in January 1994 at Arden Grove Infant School and was registered as a charity on 28th April 1994 and is governed by a constitution adopted on the 15th Day of May 2008

Recruitment and Appointment of Committee Members

At least 60% of the committee, including co-opted members, must be parents or guardians of children in the Preschool. In the event that 60% cannot be achieved, then affiliate members may be elected. The committee members are elected for a period of one year at the annual general meeting. Retiring committee members are eligible for re-election unless they have already served as a committee member for 10 consecutive years.

The committee members were all elected at the AGM in Autumn Term 2022.

Committee Members Induction and Training

New committee members are encouraged to read the charity's constitution, the last financial statements of the charity and the Charity Commission guidance, CC3, 'The Essential Trustee'.

Risk Management

The committee have reviewed and identified the risks that the Pre School faces and have systems to monitor and control these risks to mitigate any impact they may have on the Pre-school in the future. These systems are reviewed on a regular basis.

Organisational Structure

The charity has a committee consisting of Chair, Secretary and Treasurer and not less than 4 nor more than 9 elected members. If the committee so decides, it may have not more than 3 members co-opted by the committee. At least two-thirds of the committee members shall at the time of election be parents or guardians of children in the Pre School. The committee meets half termly and the day to day running of the Pre School rests with the Pre School Supervisor, as assisted by 5 members of staff.

Objectives and Activities

The charity's objects are to enhance the development and education of children below compulsory school age by providing safe and satisfying play, in which the parents have the right to take part and encouraging other charitable activities through which parents may help the children.

Achievements and Performance

We continue to be a thriving Pre School, full and with a healthy waiting list. We are fortunate to have a strong established, management committee and generally are well resourced.

Staff continue to undertake vocational training in Early Years and also in their areas of responsibility. We are linking more with Arden Grove Infant and Nursery School's Foundation Stage team to further improve transitions for all children between the pre-school and Arden Grove Nursery and Reception classes. We continue to work with outside agencies to support our children's well-being and individual needs. In the past 12 months we have worked very closely with NHS Speech and Language Therapy Service in the past 12 months.

We continue to have a good professional relationship with Norfolk County Council and take advantage of vocational training and advice. We are working closely with our Inclusion and Development Worker to ensure that our curriculum continues to meet the needs of our setting.

The pressures around our finances continue, with further successive increases to the minimum wage compounded by insufficient government funding and overall increase in our costs, this year is the second time that we have eaten into our reserves.

Our fundraising efforts continue to ensure that we remain financially stable.

Public Benefit

The Pre School is open to all children, without any catchment area, nationality, religious or other restriction, from when they are two years and three months old until they are able to enter infant school. Early Years funding is available for all children from the term following their third birthday. 2 year old funded place are available to those families meeting the criteria.

Financial Review

There was a net decrease in general funds of £3,121.62

There was an increase in the designated fundraising fund of £1,964.32

Reserves Policy

It is the policy of the committee to maintain general funds at a level that equates to three months resources expended, a figure of approximately £16,000. This provides sufficient funds to cover salaries and other costs incurred in the event of a temporary reduction in fee or other income.

Free reserves in the general fund at the year-end amounted to £20,024.78

Designated funds resulting from parental fundraising amounting to £4,994.69 are held in the fundraising fund to provide new equipment during each school year.

Plans for the Future

Previous improvements made to our outside area have provided good communication friendly spaces. Our Special Educational Needs Co-ordinator attends regular training around developing communication and language in the Early Years. This ensures that we are providing the best possible support in an area that sees more and more children needing targeted support. The SENDCO will train the other staff in strategies to support individuals in a way that meets their needs. Our plan is for all children to be happy, confident communicators in the way that best suits them and their needs.

We are glad to be able to welcome back students and young adults who wish to train in Early Years. We currently have 2 apprentices working to Level 3 who are being mentored by staff. We also work with City College to offer placements to students wishing to enter the Early Years workforce.

Approved by the Committee on and signed on its behalf by:

E Hawes

Chair of Committee.

Arden Grove Pre-School

Income and Expenditure Account

<u>For the Year Ended</u>	<u>31/08/2024</u>	<u>31/08/2023</u>	<u>Variance</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Income:			
	<u>Notes</u>		
Fees	17045.00	14365.62	-2679.38
NCC Funding	38010.47	38068.65	58.18
Fundraising	2584.36	2022.52	-561.84
Milk Refunds	198.45	154.33	-44.12
Interest	371.15	260.74	-110.41
Donations	1000.00	520.00	-480.00
SMP Advance Funding	0.00	0.00	0.00
SSP Reclaim Funding	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
	59209.43	55391.86	-3817.57
Expenditure:			
Staff Wages	51312.77	53059.93	1747.16
Rent	2730.00	2730.00	0.00
Repairs & Renewals	0.00	54.00	54.00
Fruit/Milk - Sundries	1110.04	1023.11	-86.93
Consumables	625.59	705.52	79.93
Equipment	2003.72	2756.27	752.55
Insurance	852.99	782.85	-70.14
Memberships/Subscriptions	470.40	325.20	-145.20
Accountancy Fees	1040.00	862.50	-177.50
Staff Training	700.00	353.00	-347.00
Other Staff Costs	0.00	231.48	231.48
Admin/Office supplies	1464.01	878.42	-585.59
Fundraising Costs	21.53	53.50	31.97
	<hr/>	<hr/>	<hr/>
	62331.05	63815.78	1484.73
Excess/(shortfall) of income over expenditure	-3121.62	-8423.92	
Bank Balance B/Fwd	29524.21	37948.31	
Petty Cash	0.00	0.00	
	<hr/>	<hr/>	
	29524.21	37948.31	
Bank Balance C/Fwd	26402.59	29524.21	
Petty Cash	0.00	0.00	
	<hr/>	<hr/>	
	26402.59	29524.21	
Represented by:			
Current A/C - 08842159	1383.12	2771.21	
Fundraising A/C -68354657	4994.69	3030.37	
Reserve A/C - 69897433	20024.78	23722.63	
Petty Cash as at 31/08	0.00	0.00	
	<hr/>	<hr/>	
	26402.59	29524.21	

Accounts Independently checked by:
Lacey Douglass

Date: 07/09/2024

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF ARDEN GROVE PRE-SCHOOL

YEAR ENDED 31 AUGUST 2024

I report on the accounts of Arden Grove Pre-School for the year ended 31 August 2024

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission.
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commissioners. 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 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 to 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.

**Lacey Douglass
96 Drayton Wood Road
Hellesdon
Norwich
NR6 5BZ**

7th September 2024

Financial Report for Year to 31st August 2024

A further deficit year for preschool of £3,121.62 (2023 £8,423.92 deficit) but free reserves target has still been met.

Funding rate increases from September 2024 and April 2024 helped reduce the deficit but the total value of funding in the year remained static which would indicate there were less funded children in the year.

This is backed up by an increase of £2,679.38 in fee income.

Staff wages were £1,747.16 lower than 2023 due to maternity pay demands ending.

The current account holds £1,383.12 to meet the day to day running costs of the pre-school.

The reserve account holds £20,024.78. The pre-school should hold enough reserves to cover at least 3 months expenditure (£16,000) and the amount held in the reserve account is just sufficient for this purpose should the preschool encounter financial difficulties in the future.

The fundraising total was £2584.36, a increase of £561.84 on the previous year. The fundraising account holds £4,994.69 at the end of the financial year.

With staff costs being the largest expenditure and the legal requirements of ratios of staff to children, the committee need to be aware that the sustainable future of the pre-school is still finely balanced.

An external bookkeeping service was retained by the committee for payroll, monthly accounts, budgets and year end accounts. While this is a cost to the pre-school, the benefits for the committee have been wide ranging.

Lacey Douglass

Bookkeeper

7th September 2024

ARDEN GROVE PRE-SCHOOL

England & Wales - Charity number 1037079

Accounts



Registered Charity number: 1037079
Cottinghams Drive, Hellesdon, Norwich, NR6 6QA
email: ardengrovepreschool@gmail.com
Tel: 01603 482315.

ARDEN GROVE PRESCHOOL

REPORT OF THE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2023

The committee presents its report and audited financial statements for the year ended 31 August 2023

Reference and Administrative Information

Charity Name:	Arden Grove Preschool
Charity registration number:	1037079
Operational address:	Cottinghams Drive Hellesdon Norwich Norfolk NR6 6QA

Trustees (Committee)

Helen Robinson	Chairperson
Gemma Baxter	Secretary
Hayley Thompson	Treasurer

Claire Willingham
Connie Gooch
Charlotte Simms
Charlene Pinfold
Sam Lincoln
Laura Kelly
Janine Coulson
Melissa Willmott-Taylor
Emma Hawes

Supervisor of Pre School

E Stevens

Bankers

Natwest

Independent Examiner

L Douglass
96 Drayton Wood Road
Norwich
NR6 5BZ

Structure, Governance and Management

Governing Document

Arden Grove Preschool was established in January 1994 at Arden Grove Infant School and was registered as a charity on 28th April 1994 and is governed by a constitution adopted on the 15th Day of May 2008

Recruitment and Appointment of Committee Members

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The committee members were all elected at the AGM in Autumn Term 2022.

Committee Members Induction and Training

New committee members are encouraged to read the charity's constitution, the last financial statements of the charity and the Charity Commission guidance, CC3, 'The Essential Trustee'.

Risk Management

The committee have reviewed and identified the risks that the Pre School faces and have systems to monitor and control these risks to mitigate any impact they may have on the Pre-school in the future. These systems are reviewed on a regular basis.

Organisational Structure

The charity has a committee consisting of Chair, Secretary and Treasurer and not less than 4 nor more than 9 elected members. If the committee so decides, it may have not more than 3 members co-opted by the committee. At least two-thirds of the committee members shall at the time of election be parents or guardians of children in the Pre School. The committee meets half termly and the day to day running of the Pre School rests with the Pre School Supervisor, as assisted by 5 members of staff.

Objectives and Activities

The charity's objects are to enhance the development and education of children below compulsory school age by providing safe and satisfying play, in which the parents have the right to take part and encouraging other charitable activities through which parents may help the children.

Achievements and Performance

We continue to be a thriving Pre School, full and with a healthy waiting list. We are fortunate to have a strong established, management committee and generally are well resourced.

Staff continue to undertake vocational training in Early Years and also in their areas of responsibility. We are linking more with Arden Grove Infant and Nursery School's Foundation Stage team to further improve the outside environment for all children. We continue to work with outside agencies to support our children's well-being and individual needs.

The pressures around our finances continue, with further successive increases to the minimum wage compounded by insufficient government funding and overall increase in our costs, this year is the second time that we have eaten into our reserves.

Our fundraising efforts are back on track post pandemic and as a result we will ensure that we remain financially stable.

Public Benefit

The Pre School is open to all children, without any catchment area, nationality, religious or other restriction, from when they are two years and three months old until they are able to enter infant school. Early Years funding is available for all children from the term following their third birthday. 2 year old funded place are available to those families meeting the criteria.

Financial Review

There was a net decrease in general funds of £8,423.92.

There was an increase in the designated fundraising fund of £290.97.

Reserves Policy

It is the policy of the committee to maintain general funds at a level that equates to three months resources expended, a figure of approximately £16,000. This provides sufficient funds to cover salaries and other costs incurred in the event of a temporary reduction in fee or other income.

Free reserves in the general fund at the year-end amounted to £23,722.63

Designated funds resulting from parental fundraising amounting to £3,030.70 are held in the fundraising fund to provide new equipment during each school year.

Plans for the Future

We are continuing to improve our outside area. We have installed some bench seating and planters to create a restful, sensory space for children and adults.

We are glad to be able to welcome back students and young adults who wish to train in Early Years. Our apprentice is in her second year and we will mentor through to her award. We also work with City College to offer placements to students wishing to enter the Early Years workforce.

Approved by the Committee on and signed on its behalf by:

Helen Robinson

Chair of Committee.

Arden Grove Pre-School

Income and Expenditure Account

<u>For the Year Ended</u>	<u>31/08/2023</u>	<u>31/08/2022</u>	<u>Variance</u>
	<u>£</u>	<u>£</u>	<u>£</u>
	<u>Notes</u>		
Income:			
Fees	14365.62	21452.33	7086.71
NCC Funding	38068.65	31209.35	-6859.30
Fundraising	2022.52	2338.91	316.39
Milk Refunds	154.33	148.64	-5.69
Interest	260.74	14.39	-246.35
NCC Smarter Working Grant	0.00	500.00	500.00
Donations	520.00	0.00	-520.00
SMP Advance Funding	0.00	5945.16	5945.16
SSP Reclaim Funding	0.00	134.89	134.89
	<hr/>	<hr/>	<hr/>
	55391.86	61743.67	6351.81
Expenditure:			
Staff Wages	53059.93	43457.21	-9602.72
Rent	2730.00	2613.00	-117.00
Repairs & Renewals	54.00	30.00	-24.00
Fruit/Milk - Sundries	1023.11	898.02	-125.09
Consumables	705.52	664.76	-40.76
Equipment	2756.27	5626.04	2869.77
Insurance	782.85	717.00	-65.85
Memberships/Subscriptions	325.20	303.60	-21.60
Accountancy Fees	862.50	967.50	105.00
Staff Training	353.00	246.00	-107.00
Other Staff Costs	231.48	0.00	-231.48
Admin/Office supplies	878.42	978.90	100.48
Fundraising Costs	53.50	78.09	24.59
	<hr/>	<hr/>	<hr/>
	63815.78	56580.12	-7235.66
Excess/(shortfall) of income over expenditure	-8423.92	5163.55	
Bank Balance B/Fwd	37948.31	32982.58	
Petty Cash	0.00	0.00	
	<hr/>	<hr/>	
	37948.31	32982.58	
Bank Balance C/Fwd	29524.21	37948.13	
Petty Cash	0.00	0.00	
	<hr/>	<hr/>	
	29524.21	37948.13	
Represented by:			
Current A/C - 08842159	2771.21	2141.69	
Fundraising A/C -68354657	3030.37	2739.40	
Reserve A/C - 69897433	23722.63	33067.04	
Petty Cash as at 31/08	0.00	0.00	
	<hr/>	<hr/>	
	29524.21	37948.13	

Accounts Independently checked by:
Lacey Douglass

Date: 11/09/2023

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF ARDEN GROVE PRE-SCHOOL

YEAR ENDED 31 AUGUST 2023

I report on the accounts of Arden Grove Pre-School for the year ended 31 August 2023

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission.
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commissioners. 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 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 to 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.

Lacey Douglass
96 Drayton Wood Road
Hellesdon
Norwich
NR6 5BZ

11th September 2023

Financial Report for Year to 31st August 2023

Fees were lower than in 2022 but this was offset by an increase in funding which was higher than in 2022. Fee's £14,365.62 (2022 - £21,452.33) Funding £38,068.65 (2022 - £31,209.35)

Increase in funding rates in April 2023 were enough to cover the National Living Wage rise only and not staff on highly pay rates. 3/4 funding increased to £4.31 per hour (2022 - £4.08), 2-year funding increased to £5.64 per hour (2022 - £5.50)

The preschool recorded a deficit of £8,423.92 as at 31.08.23 (2022 £5,163.55 surplus).

However, the surplus in 2022 included £5945.16 ring fenced within reserves for maternity pay which was received in advance from HMRC in July 2022. If this value is removed from the deficit, it would be reduced to a deficit of £2,478.76.

Staff wages were £10,000 higher this year which is due to Statutory Maternity Pay being paid and also the significant wage increases in April 2022.

The pre-school continued to invest in equipment, including another laptop and new Ipads.

Inflationary pressures were also felt due to the cost of living crisis.

The current account holds £2,771.21 to meet the day to day running costs of the pre-school.

The reserve account holds £23,722.63. The pre-school should hold enough reserves to cover at least 3 months expenditure (£16,000) and the amount held in the reserve account is more than sufficient for this purpose should the preschool encounter financial difficulties in the future.

The fundraising total was £2022.52, a decrease of £316.39 on the previous year. One large event that the pre-school would have attended in June was cancelled due to adverse weather conditions. The fundraising account holds £3,030.37 at the end of the financial year.

With staff costs being the largest expenditure and the legal requirements of ratio's of staff to children, the committee need to be aware that the sustainable future of the pre-school is still finely balanced. However, there are significant changes to early years funding from April 2024 and a large increase in funding, particularly for 2 year olds from September 2023.

An external bookkeeping service was retained by the committee for payroll, monthly accounts, budgets and year end accounts. While this is a cost to the pre-school, the benefits for the committee have been wide ranging.

Lacey Douglass

Bookkeeper

11th September 2022

ARDEN GROVE PRE-SCHOOL

England & Wales - Charity number 1037079

Accounts



Registered Charity number: 1037079
Cottinghams Drive, Hellesdon, Norwich, NR6 6QA
email: ardengrovepreschool@gmail.com
Tel: 01603 482315.

ARDEN GROVE PRESCHOOL

REPORT OF THE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2022

The committee presents its report and audited financial statements for the year ended 31 August 2022

Reference and Administrative Information

Charity Name:	Arden Grove Preschool
Charity registration number:	1037079
Operational address:	Cottinghams Drive Hellesdon Norwich Norfolk NR6 6QA

Trustees (Committee)

Helen Robinson	Chairperson
Gemma Baxter	Secretary
Hayley Thompson	Treasurer

Claire Willingham
Connie Gooch
Charlotte Simms
Charlene Pinfold
Sam Lincoln
Laura Kelly
Janine Coulson
Melissa Willmott-Taylor

Supervisor of Pre School

E Stevens

Bankers

Natwest

Independent Examiner

L Douglass
96 Drayton Wood Road
Norwich
NR6 5BZ

Structure, Governance and Management

Governing Document

Arden Grove Preschool was established in January 1994 at Arden Grove Infant School and was registered as a charity on 28th April 1994 and is governed by a constitution adopted on the 15th Day of May 2008

Recruitment and Appointment of Committee Members

At least 60% of the committee, including co-opted members, must be parents or guardians of children in the Preschool. In the event that 60% cannot be achieved, then affiliate members may be elected. The committee members are elected for a period of one year at the annual general meeting. Retiring committee members are eligible for re-election unless they have already served as a committee member for 10 consecutive years.

The committee members were all elected at the AGM in Autumn Term 2021.

Committee Members Induction and Training

New committee members are encouraged to read the charity's constitution, the last financial statements of the charity and the Charity Commission guidance, CC3, 'The Essential Trustee'.

Risk Management

The committee have reviewed and identified the risks that the Pre School faces and have systems to monitor and control these risks to mitigate any impact they may have on the Pre-school in the future. These systems are reviewed on a regular basis.

Organisational Structure

The charity has a committee consisting of Chair, Secretary and Treasurer and not less than 4 nor more than 9 elected members. If the committee so decides, it may have not more than 3 members co-opted by the committee. At least two-thirds of the committee members shall at the time of election be parents or guardians of children in the Pre School. The committee meets half termly and the day to day running of the Pre School rests with the Pre School Supervisor, as assisted by 5 members of staff.

Objectives and Activities

The charity's objects are to enhance the development and education of children below compulsory school age by providing safe and satisfying play, in which the parents have the right to take part and encouraging other charitable activities through which parents may help the children.

Achievements and Performance

We continue to be a thriving Pre School, full and with a healthy waiting list. We are fortunate to have a strong established management committee and generally are well resourced.

Staff continue to undertake vocational training in Early Years and also in their areas of responsibility. We are linking more with Arden Grove Infant and Nursery School's Foundation Stage team to further improve the outside environment for all children. Transitions between Pre-school and nursery have been much improved this year enabling children to start their time in nursery happy and confident in the new environment. We continue to work with outside agencies to support our children's well-being and individual needs. The canopy has been purchased and was installed in February 2022. This has provided some much needed coverage for children play outside who do not wish to be in the rain and wind.

The pressures around our finances continue, with further successive increases to the minimum wage compounded by insufficient government funding and overall increase in our costs, this year was the first time that we have eaten into our reserves.

We cannot continue to erode our reserves and as such we will really need to focus on fundraising and bringing in voluntary contributions, both significantly contribute to our day to day running costs and keep us secure financially.

As a management committee we do not want staff to worry about finances but be able to concentrate fully on providing our children with an amazing pre-school experience.

Our fundraising efforts are back on track post pandemic and as a result we will ensure that we remain financially stable.

Public Benefit

The Pre School is open to all children, without any catchment area, nationality, religious or other restriction, from when they are two years and three months old until they are able to enter infant school. Early Years funding is available for all children from the term following their third birthday. 2 year old funded place are available to those families meeting the criteria.

Financial Review

There was a net increase in general funds of £4,965.55

There was a decrease in the designated fundraising fund of £1,647.41 as money was released from this account to pay for the canopy.

Reserves Policy

It is the policy of the committee to maintain general funds at a level that equates to three months resources expended, a figure of approximately £14,500. This provides sufficient funds to cover salaries and other costs incurred in the event of a temporary reduction in fee or other income.

Free reserves in the general fund at the year-end amounted to £28,157.88.

£4,909.16 is ring fenced in the reserve account to pay for statutory maternity pay following advance payment from HMRC

Designated funds resulting from parental fundraising amounting to £2,739.40 are held in the fundraising fund to provide new equipment during each school year.

Plans for the Future

We are continuing to improve our outside area. We are developing areas for small world and imaginative play experiences in our outside space. These will include using plants and other natural resources as well as small world figures. We would also like to install some bench seating and planters to create a restful, sensory space for children and adults. We have applied for a grant for this project.

We are glad to be able to welcome back students and young adults who wish to train in Early Years. We have taken on an apprentice this year who we will mentor through her award. We also work with City College to offer placements to students wishing to enter the Early Years workforce.

Approved by the Committee on and signed on its behalf by:

Helen Robinson

Chair of Committee.

Arden Grove Pre-School

Income and Expenditure Account

<u>For the Year Ended</u>	<u>31/08/2022</u>	<u>31/08/2021</u>	<u>Variance</u>
	<u>£</u>	<u>£</u>	<u>£</u>
<u>Notes</u>			
Income:			
Fees	21452.33	21404.86	-47.47
NCC Funding	31209.35	30746.35	-463.00
CJRS	0.00	520.03	520.03
Fundraising	2338.91	1425.90	-913.01
Milk Refunds	148.64	129.43	-19.21
Interest	14.39	2.96	-11.43
NCC Smarter Working Grant	500.00	0.00	-500.00
Donations	0.00	666.68	666.68
SMP Advance Funding	5945.16	0.00	-5945.16
SSP Reclaim Funding	134.89	0.00	-134.89
	<hr/>	<hr/>	<hr/>
	61743.67	54896.21	-6847.46
Expenditure:			
Staff Wages	43457.21	39981.36	-3475.85
Rent	2613.00	2470.00	-143.00
Repairs & Renewals	30.00	457.28	427.28
Fruit/Milk - Sundries	898.02	967.73	69.71
Consumables	664.76	977.75	312.99
Equipment	5626.04	907.98	-4718.06
Insurance	717.00	576.05	-140.95
Memberships/Subscriptions	303.60	303.60	0.00
Accountancy Fees	967.50	894.00	-73.50
Staff Training	246.00	409.00	163.00
Other Staff Costs	0.00	506.26	506.26
Admin/Office supplies	978.90	1358.13	379.23
Fundraising Costs	78.09	352.71	274.62
	<hr/>	<hr/>	<hr/>
	56580.12	50161.85	-6418.27
Excess/(shortfall) of income over expenditure	5163.55	4734.36	
Bank Balance B/Fwd	32982.58	28278.22	
Petty Cash	0.00	0.00	
	<hr/>	<hr/>	
	32982.58	28278.22	
Bank Balance C/Fwd	37948.13	32982.58	
Petty Cash	0.00	0.00	
	<hr/>	<hr/>	
	37948.13	32982.58	
Represented by:			
Current A/C - 08842159	2141.69	2164.62	
Fundraising A/C -68354657	2739.40	4386.81	
Reserve A/C - 69897433	33067.04	26431.15	
Petty Cash as at 31/08	0.00	0.00	
	<hr/>	<hr/>	
	37948.13	32982.58	

Accounts Independently checked by:
Lacey Douglass

Date: 09/09/2022

Notes

SMP Advance Funding

£5945.16 Received from HMRC - £4909.16 ring fenced for 2022/2023 year within reserve A/C

NCC Funding

£500.00 Smarter Working Grant received for WellComm SALT system

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF ARDEN GROVE PRE-SCHOOL

YEAR ENDED 31 AUGUST 2022

I report on the accounts of Arden Grove Pre-School for the year ended 31 August 2022

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission.
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commissioners. 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 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 to comply with the accounting requirements of the 2011 ActHave 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.

**Lacey Douglass
96 Drayton Wood Road
Hellesdon
Norwich
NR6 5BZ**

9th September 2022

Financial Report for Year to 31st August 2022

A further strong year for the pre-school. Fees and funding remain stable consistent to 2021. Fee's £21,452.33 (2021 - £21,404.86). Funding £31,209.35 (2021 - £30,746.35)

Increase in funding rates in April 2022 were enough to cover the National Living Wage rise only and not staff on highly pay rates. 3/4 funding increased to £4.08 per hour (2021 - £3.98), 2-year funding increased to £5.50 per hour (2021 - £5.34)

The preschool had a surplus of £4965.55 as at 31.08.22 (2021 £4,704.36 surplus).

There is £4,909.16 ring fenced within reserves for maternity pay which was received in advance from HMRC in July.

If this value is removed from the surplus, the running surplus of the preschool in 2022 is £56.30

The preschool has invested in £5,157.36 in new equipment this year including £3,800.00 in a new canopy which has greatly improved the outside space of the preschool and £591.92 in the WellComm speech and language assessment tool.

A Smarter Working Grant of £500.00 was received from Norfolk County Council for the WellComm system.

The current account holds £2,141.69 to meet the day to day running costs of the pre-school.

The reserve account holds £33,067.04. The pre-school should hold enough reserves to cover at least 3 months expenditure (£14,500) and the amount held in the reserve account is more than sufficient for this purpose should the preschool encounter financial difficulties in the future.

The fundraising total was £2,338.91, an increase of £913.01 on the previous year helped by the return on summer fayres following the pandemic. The fundraising account holds £2,739.40 at the end of the financial year.

With staff costs being the largest expenditure and the legal requirements of ratio's of staff to children, the committee need to be aware that the sustainable future of the pre-school is still finely balanced.

The petty cash balance was £0.00 at year end as staff now buy supplies and BACS payments are made to ensure an audit trail.

An external bookkeeping service was retained by the committee for payroll, monthly accounts, budgets and year end accounts. While this is a cost to the pre-school, the benefits for the committee have been wide ranging.

Lacey Douglass

Bookkeeper

9th September 2022

ARDEN GROVE PRE-SCHOOL

England & Wales - Charity number 1037079

Accounts



Registered Charity number: 1037079
Cottinghams Drive, Hellesdon, Norwich, NR6 6QA
email: ardengrovepreschool@gmail.com
Tel: 01603 482315. Mobile: 07867894719

ARDEN GROVE PRESCHOOL

REPORT OF THE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2021

The committee presents its report and audited financial statements for the year ended 31 August 2021

Reference and Administrative Information

Charity Name: Arden Grove Preschool
Charity registration number: 1037079
Operational address: Cottinghams Drive
Hellesdon
Norwich
Norfolk
NR6 6QA

Trustees (Committee)

Helen Robinson Chairperson
Sarah Mullen Secretary
Emily Ames Treasurer

Caroline Harmer
Claire Willingham
Gemma Baxter
Gemma Blanch
Stacey Halford

Supervisor of Pre School

E Stevens

Bankers

Natwest

Independent Examiner

L Douglass
96 Drayton Wood Road
Norwich
NR6 5BZ

Structure, Governance and Management

Governing Document

Arden Grove Preschool was established in January 1994 at Arden Grove Infant School and was registered as a charity on 28th April 1994 and is governed by a constitution adopted on the 15th Day of May 2008

Recruitment and Appointment of Committee Members

At least 60% of the committee, including co-opted members, must be parents or guardians of children in the Preschool. In the event that 60% cannot be achieved, then affiliate members may be elected. The committee members are elected for a period of one year at the annual general meeting. Retiring committee members are eligible for re-election unless they have already served as a committee member for 10 consecutive years.

The committee members were all elected at the AGM in Autumn Term 2020.

Committee Members Induction and Training

New committee members are encouraged to read the charity's constitution, the last financial statements of the charity and the Charity Commission guidance, CC3, 'The Essential Trustee'.

Risk Management

The committee have reviewed and identified the risks that the Pre School faces and have systems to monitor and control these risks to mitigate any impact they may have on the Pre-school in the future. These systems are reviewed on a regular basis.

Organisational Structure

The charity has a committee consisting of Chair, Secretary and Treasurer and not less than 4 nor more than 9 elected members. If the committee so decides, it may have not more than 3 members co-opted by the committee. At least two-thirds of the committee members shall at the time of election be parents or guardians of children in the Pre School. The committee meets half termly and the day to day running of the Pre School rests with the Pre School Supervisor, as assisted by 5 members of staff.

Objectives and Activities

The charity's objects are to enhance the development and education of children below compulsory school age by providing safe and satisfying play, in which the parents have the right to take part and encouraging other charitable activities through which parents may help the children.

Achievements and Performance

We continue to be a thriving Pre School, full and with a healthy waiting list. Staff continue to undertake vocational training in Early Years and also in their areas of responsibility. We are linking more with Arden Grove Infant and Nursery School's Foundation Stage team to further improve the outside environment for all children. We continue to work with outside agencies to support our children's well-being and individual needs. We have a strong management committee and are well resourced. Our fundraising efforts have suffered considerably due to the Covid pandemic but we remain financially stable only because of the continued payment of fees from Local government. We will continue to push for fundraising opportunities to facilitate an outside canopy area so that we can provide a protected free play area for our children to use in all weathers.

Public Benefit

The Pre School is open to all children, without any catchment area, nationality, religious or other restriction, from when they are two years and three months old until they are able to enter infant school. Early Years funding is available for all children from the term following their third birthday. 2 year old funded places are available to those families meeting the criteria.

Financial Review

There was a net increase in general funds of £4704.36 thanks to tight control on staff levels and strong oversight from the trustees.

There was an increase in the designated fundraising fund of £553.93.

Reserves Policy

It is the policy of the committee to maintain general funds at a level that equates to three months resources expended, a figure of approximately £12,600. This provides sufficient funds to cover salaries and other costs incurred in the event of a temporary reduction in fee or other income.

Free reserves in the general fund at the year end amounted to £26,431.15

Designated funds resulting from parental fundraising amounting to £4386.81 are held in the fundraising fund to provide new equipment during each school year.

Plans for the Future

This year has been extremely challenging due to the global pandemic. We have concentrated on providing a valuable service to keyworkers and keeping afloat financially. Without continued government funding the preschool would not have survived.

We returned to full capacity in September and we continue to keep our environment safe but nurturing for our children. We look forward to returning to a normal world so that we can continue to improve our services for the children and families of Arden Grove.

Approved by the Committee on and signed on its behalf by:

Miss Helen Robinson

Chair of Committee.

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF ARDEN GROVE PRE-SCHOOL

YEAR ENDED 31 AUGUST 2021

I report on the accounts of Arden Grove Pre-School for the year ended 31 August 2021

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission.
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commissioners. 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 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 to comply with the accounting requirements of the 2011 ActHave 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.

Lacey Douglass
96 Drayton Wood Road
Hellesdon
Norwich
NR6 5BZ

9th September 2021

Financial Report for Year to 31st August 2021

A strong year for the pre-school despite the ongoing pandemic. Fee's increased to £21,404 up from £13,291 in 2020. Funding decreased slightly to £30,746 from £33,678 in 2020 but this is expected with the higher fee income.

An increase to the base rate of funding from April 2021 to £3.98 per 3 and 4 year old children helped to absorb the wage increases. 2 year funding hourly rate also increased to £5.34 from April 2021.

The preschool had a surplus of £4,704.36 as at 31.08.21 (surplus of £4620.48 in 2020). This has been a consistent rate of surplus for four years and demonstrates the strong running of the pre-school from the staff team and the committee.

The current account holds £2,164.62 to meet the day to day running costs of the pre-school.

The reserve account holds £26,431.15. The pre-school should hold enough reserves to cover at least 3 months expenditure (£12,600) and the amount held in the reserve account is more than sufficient for this purpose should the preschool encounter financial difficulties in the future.

The fundraising total was £1425.90, an increase of £553.93 on the previous year. The fundraising account holds £4,386.81 at the end of the financial year.

Pension contributions were not recorded this year and eligible staff have opted out.

With staff costs being the largest expenditure and the legal requirements of ratio's of staff to children, the committee need to be aware that the sustainable future of the pre-school is still finely balanced.

The petty cash balance was £0.00 at year end as staff now buy supplies and BACS payments are made to ensure an audit trail.

An external bookkeeping service was retained by the committee for payroll, monthly accounts, budgets and year end accounts. While this is a cost to the pre-school, the benefits for the committee have been wide ranging.

Lacey Douglass

Bookkeeper

9th September 2021