



**Trustees Annual Report**  
**1<sup>st</sup> January 2022 to 31<sup>st</sup> December 2022**

**Registration Number 1037157**

**Charity's Principal Address – Cogges Church Centre, Church Lane, Witney, OX28 3LA**

**Other Name Charity is Known By – Cogges Pre-school**

<b><u>Trustee Details</u></b>	<b><u>Office</u></b>	<b><u>Dates acted if not whole year</u></b>
Jessica Reilly	Chair	From November 2022
Amy Townsend	Co Chair	Till November 2022
Rebecca Timms-Weaving	Co Chair	Till April 2022
Charlotte Lind	Secretary	
Emily Grant	Treasurer	
Harriet Yeoman	General	
Lucy Williams	General	Till January 2022
Ketty Rosine-Pinheiro	General	Till October 2022
Nicola Smith	General	Till October 2022
Jessica Reilly	General	From January 2022 – November 2022
Clare Stone	General	From January 2022
Rebecca Timms-Weaving	General	From April 2022 – October 2022
Rebecca Brooke Bullard	General	From October 2022
Lily Bancroft	General	From November 2022

Cogges Pre-school is an Association and Trustees are elected

The main activity of Cogges Pre-school is to provide care and education to children between the ages of 2 – 4 years. We aim to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the need of children through a community group.

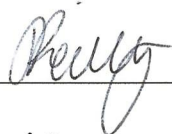
We provide high quality care and education for approximately 40 children aged between 2 and 4 years old living in the local community.

We support staff to start and achieve high qualifications in childcare to enhance the quality of care.

Our reserves are held to cover redundancy payments if necessary, to continue to operate the pre-school when the number of children drops below the required financial minimum or to purchase/replace high value essential items

Signed on behalf of the Trustees

Signature



Full Name

JESSICA REILLY

Chair

Date

23/03/2023.

# **Cogges Under 5's Association**

## **Income and Expenditure account for the year ended 31st December 2022**

	Cash Book	Petty Cash	TOTAL 2022	TOTAL 2021
<b>INCOME</b>				
Session fees	7,220		7,220	13,611
OCC - funding for children	103,757		103,757	87,464
OCC Household support	905		905	1,050
Donations	22	205	227	150
Fundraising income	1,713	286	1,999	1,836
Forest School donation	333		333	
Sundry receipts	927	489	1,416	1,779
Interest on savings accounts	37		37	3
<b>Total Income</b>	<b>114,914</b>	<b>980</b>	<b>115,894</b>	<b>105,893</b>
<b>EXPENDITURE</b>				
Rent	7,947		7,947	7,905
Staff salaries/wages	85,052		85,052	77,628
Staff training	487		487	950
Toys, books & equipment	1,652	110	1,762	1,535
Refreshments & cooking	130	523	653	477
Telephone & broadband	385		385	406
Fundraising expenses	260	4	264	167
Postage & stationery	302	32	334	208
PLA insurance, Licences & fees	1,669	40	1,709	1,624
Cleaning & hygiene costs	605	117	722	559
Gifts & donations	353	68	421	287
Audit fees	210		210	205
Replacement Fencing	1,580		1,580	
New ipads & cases				1,699
Forest School expenses -				429
Training	179		179	
Toys & equipment	670	27	697	
sundry expenses	28	16	44	
Sundry expenses -				5,482
clothing & uniform	721		721	
craft items	356	39	395	
computer & printer costs	352		352	
Household support vouchers	785		785	
office equipment	258		258	
storage	255	4	259	
parties & activities	447		447	
subscriptions	75		75	
sundry expenses	119	9	128	
<b>Total Expenditure</b>	<b>104,877</b>	<b>989</b>	<b>105,866</b>	<b>99,561</b>
<b>Surplus for the year</b>			<b>10,028</b>	<b>6,332</b>

**Cogges Under 5's Association**

**Audit report for the year ended 31<sup>st</sup> December 2022**

I have prepared the Income and Expenditure account of the Cogges under 5's Association for the year ended 31<sup>st</sup> December 2022, from the accounting records supplied.

There are two items to be reported to the committee for this year –

1. There is a small difference on the petty cash account of £ 0.77. There was less cash held in the tin than recorded in the cash book, and this amount has been added to Sundry expenses.
2. Petty Cash expenses have been over-claimed by a total of £ 6.35 during the year. The amounts claimed should have been NET of discounts applied at the time of purchase. No adjustment has been made for this error in the accounts.

There are no other matters outstanding for the year ended 31<sup>st</sup> December 2022.

**Mrs Linda Souch**

31<sup>st</sup> July 2023





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Cogges under 5's Association

On accounts for the year  
ended

31st December 2022

Charity no  
(if any)

1037157

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

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 (~~other than that disclosed below~~\*) 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:

Date:

31/07/2023

Name:

LINDA SOUTH

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

Address:

46 WILMOT CLOSE

LITNEY

OXON OX28 5NL

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE

Report to the trustees/  
members of

On accounts for the year  
ended

Set out on pages

Responsibilities and  
basis of report

Independent  
examiner's statement

Signed:

Name:

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

Address: