

# Cherry Tots Pre-School

Name of meeting: Cherry Tots Committee Meeting

Heading

Note

Topic

AGM

Topic

Cherry Tree

Date

26/06/2023

Time

7.30pm

Chairman

Mell Webster

Topic

AGM

Topic

Carol Quincey

## Attendees

Name

Organisation

Carol Quincey

Cherry Tots Manager / Nominated Person

Andrea Mellor

Bookkeeper

Mell Webster

Chairperson

Michelle Arnold

Treasurer / Fundraiser

Michelle Toplis

Secretary

## Apologies

Name

Organisation

Michelle Toplis

Secretary

# Cherry Tots Pre-School

Agenda Items			
Item No	Item	Action	When By
1	<p><b>Welcome / Apologies / Introductions</b></p> <p>Mell opened the meeting saying thank you all for coming this evening and 2022-2023 has been a busy year, with a few ups and downs</p> <p>The Pre-school seems to be as popular as ever with numbers of children increasing and most sessions as full as can be. I would like to thank the staff for all their hard work and enthusiasm even when facing challenges. Also, a thank you to the committee for the support they give to preschool. Hopefully this is something that will continue for many years to come.</p> <p>Mell made apologies for Michelle Toplis (Secretary) she was unable to attend due to children being ill at home.</p> <p>Carol offered to write up the minutes of the meeting</p>	Carol	ASAP
2	<p><b>Election of Roles</b></p> <p>All elected committee are staying in their current positions.</p>		
3	<p><b>Bookkeepers Report</b></p> <p>Balance on current account £24,206.44</p> <p>Balance on savings account £30,644.55</p> <p>We received the books back from the accountant in February and he was pleased to report a profit of £4,593 compared to a loss last year of £2,152</p> <p>Expenses have stayed pretty even thanks to the staff being frugal, whilst our income has increased by just over £6,000, mainly due to the increased number of children on the books. Both the funding and the fees payable have increased, so this is an encouraging situation.</p> <p>Looking forward the accounts for this year are also looking healthy so hopefully we can continue to build on our successful year this year.</p>		

# Cherry Tots Pre-School

Agenda Items			
4	<p><b>Carol's Report</b></p> <p>31 children currently on the register 30 are funded.</p> <p>No safeguarding issues at present.</p> <p>Carol talked about all the staff needed to complete and update their DBS and will be asking for their documentation to complete the forms.</p> <p>Carol reported that she will need to amend some of the new policies in line with some new guidance. Once completed she will get the committee to read and sign.</p> <p>Carol talked about the new school year of 23-24 and at the moment we have a healthy number of children wanting to start.</p>	<p>CQ</p> <p>CQ</p>	<p>ASAP</p> <p>On-going</p>
5	<p><b>Fundraising / Other Issues:</b></p> <p>Michelle talked about fund raising for the setting.</p> <p>The committee are aware that funding is an important issue and that they have to continually alongside the bookkeeper look at the school finances and have ideas for fundraising. The finances need to be looked at on a termly basis to determine how much or how little fundraising needs to be done. Even if a big fundraising event is not needed it is good to keep the little events going as we feel that it can make other parents feel involved.</p> <p>Next Meeting: - TBA for September 2023</p> <p>Signed: <b>M Webster</b> (Electronic signature)</p> <p>Date: 26/06/2023</p>	<p>MA</p>	<p>On-going</p>

# **Lingard**

Accountancy Services

33 Lady Frances Drive

Market Rasen

Lincolnshire, LN8 3JJ

Tel: 01673 843510

E-mail: [colin.lingard@btconnect.com](mailto:colin.lingard@btconnect.com)

**CHERRY TOTS PLAY SCHOOL**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED**

**30 SEPTEMBER 2022**

# CHERRY TOTS PLAY SCHOOL

## PROFIT AND LOSS ACCOUNT

### FOR THE YEAR ENDED 30 SEPTEMBER 2022

	2022	2022	2021	2021
	£	£	£	£
Fees and Vouchers Received		6,699		4,302
Fundraising Income		39		35
LCC Funding		49,577		45,438
Grants Received		57		162
		<hr/>		<hr/>
		56,372		49,937
Bank Interest Received		12		2
		<hr/>		<hr/>
		56,384		49,939
<b>Less Expenses:-</b>				
Wages and Salaries	45,606		45,819	
Pension Contributions	491		491	
Toys and Educational Aids	387		423	
Rent	2,217		1,550	
Rates and Water	375		212	
Light and Heat	561		867	
Insurance	738		726	
Fuel	0		37	
Telephone	35		70	
Hire of Equipment	0		34	
Office Expenses	85		546	
Repairs and Renewals	520		56	
Accountancy	210		200	
Subscriptions	216		206	
Professional Fees	93		85	
Bank Charges	46		0	
Training	5		540	
Protective Clothing	0		0	
Cleaning	206		225	
Depreciation	0		4	
		<hr/>		<hr/>
		51,791		£52,091
		<hr/>		<hr/>
<b>Net Profit – Loss for the Year</b>		<b>4,593</b>		<b>-2,152</b>
		<hr/>		<hr/>

# CHERRY TOTS PLAY SCHOOL

## BALANCE SHEET AS AT 30 SEPTEMBER 2022

	2022	2022	2021	2021
	£	£	£	£
<b>FIXED ASSETS</b>		0		0
<b>CURRENT ASSETS</b>				
Cash at Bank in Hand	31,833		27,112	
	<u>31,833</u>		<u>27,112</u>	
<b>CURRENT LIABILITIES</b>				
Creditors and Accruals	401		273	
	<u>401</u>		<u>273</u>	
<b>NET CURRENT ASSETS</b>		31,432		26,839
		<u>31,432</u>		<u>26,839</u>
<b>Financed by:-</b>				
<b>CAPITAL ACCOUNT</b>				
Balance brought forward		26,839		28,991
Net Profit for the year		4,593		-2,152
		<u>31,432</u>		<u>26,839</u>

### Report to Third Parties

We have prepared the foregoing Profit and Loss Account for the year ended 30 September 2022 and Balance Sheet as at that date from the books, vouchers, information and explanations given to us, without carrying out an audit, and in our opinion the same are in accordance therewith.

16 February 2022

Lingard Accountancy Services  
Accountants

# Lingard

Accountancy Services

33 Lady Frances Drive

Market Rasen

Lincolnshire, LN8 3JJ

Tel: 01673 843510

E-mail: [colin.lingard@btconnect.com](mailto:colin.lingard@btconnect.com)

Our Ref: CAL / C40

Date: 17 February 2023

Andrea Mellor  
Cherry Tots Play School  
2 Newstead Avenue  
Cherry Willingham  
Lincoln  
LN3 4AG

Dear Andrea,

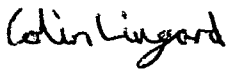
I have pleasure in enclosing the Accounts for the year ended 30 September 2022.

These Accounts show a Net Profit of £ 4,593, compared to last year's Net Loss of £ 2,152. This is due to increases in both Fees Received and LCC Funding received.

If you require any further information or explanations in respect of these Accounts, please do not hesitate to contact me.

Finally, I am taking the opportunity to enclose my Invoice for your attention, and your paperwork is available for collection, as soon as it is convenient for you.

Yours sincerely



Colin Lingard  
For and on behalf of  
Lingard Accountancy Services