

Cherry Tots Pre-School

Name of meeting: Cherry Tots Committee Meeting	
Heading	Note
Name of meeting	AGM
Location	Cherry Tree
Date	10/06/2024
Time/Duration	7.30pm
Chairperson	Mell Webster
Purpose of meeting	Annual General Meeting
Minutes taken by	Carol Quincey
Attendees	
Name	Organisation
Carol Quincey	Cherry Tots Manager / Nominated Person
Andrea Mellor	Bookkeeper
Mell Webster	Chairperson
Michelle Arnold	Treasurer / Fundraiser
Apologies	
Name	Organisation
Michelle Toplis	Secretary

Cherry Tots Pre-School

Agenda Items			
Item No	Item	Action	When By
1	<p>Welcome / Apologies / Introductions</p> <p>The Chair, Mell Webster opened the meeting by welcoming those present & accepting Michelle Toplis (Secretary) apologies.</p> <p>The Chair announced that a quorum was present for the meeting.</p> <p>Mell outlined details of the meeting with Bev Barker on 24/4/2024 regarding Cherry Tots change of status to a CIO and confirmed everyone at the meeting was in agreement that this would be in Cherry Tots best interest. Also discussed was the delay in the building work as a project manager hasn't yet been appointed. Bev had suggested during a previous meeting that we look for alternative premises whilst the building work is carried out but after researching possible venues Carol concluded there weren't any appropriate venues available. Mell stated that this issue would be discussed at the next meeting with Bev.</p> <p>The Chair asked that the minutes of the previous meeting on 28/03/2024 be circulated with the agenda, be taken as read and signed as an accurate record of the meeting.</p>		
2	<p>Election of Roles</p> <p>All elected committee are staying in their current positions.</p>		

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Agenda Items			
3	<p>Bookkeepers Report</p> <p>Balance on current account £11,267.00</p> <p>Balance on savings account £41,127.91</p> <p>New rates of pay as discussed at the meeting on 28/3/2024 have been agreed by staff and were implemented from 1/4/2024.</p> <p>Last year was an exceptional year for profit and this has put us in a very good position going forward with the proposed transition to a CIO. Unfortunately, the accounts so far this year indicate only a tiny profit to date. This is mainly due to less funding and a higher wage bill.</p> <p>I will continue to monitor the situation.</p>		

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Agenda Items			
4	<p>Carol's Report</p> <p>21 children currently on the register all are funded.</p> <p>No safeguarding issues at present.</p> <p>Update with new classroom refurb and CIO:</p> <p>I am still awaiting Bev Barker to set up another meeting with the committee with regards to the CIO. She has been off with a medical issue but has been in touch to say as she will get back to us ASAP with a date.</p> <p>We discussed again the changing the legal structure from an unincorporated association to a Charitable Incorporated Organisation (CIO). Although no parents were present at this meeting the ballot papers will be sent out on the 14th of June to all parents inviting them to agree or disagree with the motion. All completed forms are to be returned before Friday 28th June. The EGM will then be arranged for week beginning 1st July.</p> <p>Mell proposed the EGM meeting Michelle A seconded the decision</p> <p>I am still completing all the other tasks e.g., resource list for two classroom and the Business Plan. As soon as I have made a dent, I will pass over to the committee to read and have their say and amend / add anything they can think that we might need.</p> <p>Carol talked about purchasing a strimmer and lawnmower as the new outdoor area is looking a mess and doesn't look very good for the parents and new parents due to have their pre-visit. The committee agreed and ASAP to purchase both.</p> <p>Carol talked about the Paediatric First Aid that needed to be renewed in Oct has now been booked for 3rd and 10th of Aug.</p> <p>The Chair congratulated the preschool team for all their hard work, for their outstanding care of and dedication to the children and the engagement with the early year's framework.</p>	<p>CQ</p> <p>CQ</p> <p>AM & CQ</p>	<p>On-going</p> <p>On-going</p> <p>ASAP</p>

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Agenda Items			
5	<p>Fundraising / Other Issues:</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.</p> <p>Michelle talked how well the scavenger hunt went and we are still waiting for forms to be given back. Any money raised would go to paying for healthy snacks. Michell thinks this is why the response so far has been good.</p> <p>Any other business There being no further business the chair declared the meeting concluded.</p> <p>Next Meeting: - EGM to be arranged for week beginning 1st July</p> <p>Signed: M Webster (Electronic signature)</p> <p>Date: 11/06/2024</p>	MA	On-going

Lingard

Accountancy Services

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CHERRY TOTS PLAY SCHOOL

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED

30 SEPTEMBER 2023

CHERRY TOTS PLAY SCHOOL

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2023

	2023	2023	2022	2022
	£	£	£	£
Fees and Vouchers Received		4,191		6,699
Fundraising Income		37		39
LCC Funding		73,061		49,577
Grants Received		40		57
		<hr/>		<hr/>
		77,329		56,372
Bank Interest Received		285		12
		<hr/>		<hr/>
		77,614		56,384
Less Expenses :-				
Wages and Salaries	49,884		45,606	
Pension Contributions	587		491	
Toys and Educational Aids	602		387	
Rent	2,050		2,217	
Rates and Water	549		375	
Light and Heat	857		561	
Insurance	760		738	
Telephone	120		35	
Office Expenses	128		85	
Repairs and Renewals	72		520	
Accountancy	220		210	
Subscriptions	223		216	
Professional Fees	85		93	
Bank Charges	60		46	
Training	0		5	
Cleaning	77		206	
		<hr/>		<hr/>
		56,274		51,791
Net Profit – Loss for the Year		<hr/>		<hr/>
		21,340		4,593

CHERRY TOTS PLAY SCHOOL

BALANCE SHEET AS AT 30 SEPTEMBER 2023

	2023	2023	2022	2022
	£	£	£	£
FIXED ASSETS		0		0
CURRENT ASSETS				
Cash at Bank and in Hand	53,158		31,833	
	<u>53,158</u>		<u>31,833</u>	
CURRENT LIABILITIES				
Creditors and Accruals	386		401	
	<u>386</u>		<u>401</u>	
NET CURRENT ASSETS		52,772		31,432
		<u>52,772</u>		<u>31,432</u>
Financed by :-				
CAPITAL ACCOUNT				
Balance brought forward		31,432		26,839
Net Profit for the Year		21,340		4,593
		<u>52,772</u>		<u>31,432</u>

Report to Third Parties

We have prepared the foregoing Profit and Loss Account for the year ended 30 September 2023 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.

18 March 2024

Lingard Accountancy Services
Accountants

Lingard

Accountancy Services

33 Lady Frances Drive

Market Rasen

Lincolnshire, LN8 3JJ

Tel: 01673 843510

E-mail: colin.lingard@outlook.com

Our Ref : CAL / C40

Date : 18 March 2024

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 2023.

These Accounts show a Net Profit of £ 21,340, compared to last year's Net Profit of £ 4,593. The large increase in the Net Profit is due to a big increase in LCC Funding. Wages have increased but by nowhere near the same margin.

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