

# ORCHARD PARK PRE-SCHOOL (YORK)

England & Wales · Charity number 1037408

## Details

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**Other names** ORCHARD PARK PLAYGROUP (YORK)

**Status** Registered

**Legal form** Other

**Registered** 1994-05-09

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

## Contact

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**Address** Orhard Park Community Centre  
Badger Paddock  
Huntington  
York  
yo31 9eh

**Phone** 07407700315

**Email** [orchardparkpreschoolyork@gmail.com](mailto:orchardparkpreschoolyork@gmail.com)

**Website** [www.orchardparkpreschool.co.uk](http://www.orchardparkpreschool.co.uk)

## Activities

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**Objects:** TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS

**Activities:** Orchard Park Preschool provides childcare to children aged between 2 and 4 year's old. Orchard park preschool thrive's on watching the children develop from small little children to independant young people getting ready to start their next journey to primary school.Orchard Park Preschool is run by professional staff who are all trained to at least a level 3 qualification.

## Classification

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

## Geography

- City Of York

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£104,411	£100,750	-	-
2024-08-31	£113,502	£92,606	-	-
2023-08-31	£79,000	£86,500	-	-
2022-08-31	£93,678	£86,324	-	-
2021-08-31	£69,644	£78,047	-	-
2020-08-31	£82,392	£71,187	-	-

## Trustees

Name	Role	Appointed
<b>Helen Wood</b>	Chair	2022-07-08
Joanne Louise Leaf		2016-03-03
Sarah Smith		2020-09-11
Sylvia Jobling		2018-12-20
Verity Grantham		2019-09-23

**ORCHARD PARK PRE-SCHOOL (YORK)**

England & Wales - Charity number 1037408

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# Accounts

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13<sup>th</sup> April 2026

AGM 2026

## Agenda

1. Welcome and Introductions
2. Apologies
3. Adoption of TAR report
4. Adoption of accounts
5. Chairperson and Managers report
6. Election of Management Committee
7. Close of Business

## Managers' Report 2024-2025

- We have again sustained a high uptake all year around and currently have nearly full sessions.
- We are currently piloting the new Government scheme of thirty hours childcare for working parents from 9 months to 4 years and have seen a slight raise in

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numbers taking up extra sessions, as yet this has not made a dramatic impact on the setting financially.

- We have retained all members of staff who are working hard on updating their knowledge and taking on new courses relevant for the setting.
- We have started to revamp the outdoor area this will be ongoing for the next few years as it is costly to replace resources and have the maintenance required which the preschool is funding hoping for volunteers to give us guidance and experience which some parents have said they will try to help with.
- We have made substantial improvements to the room furniture with smaller divides and new resource equipment, including large wooden construction blocks.
- We gave all staff a pay rise last year for all the hard work and the commitment they give to the setting.
- We have been advised by the early years adviser from the council to change the committee to a CIO committee charity which Jo is working with community matters in Leeds to get the correct paperwork and application done. (this can be a lengthy process)

### **Chairperson report 2024 - 2025**

We are fully supportive of helping the preschool and give them support and guidance in any requests they make. Any requests are discussed and a plan of action is then put into progress.

The committee are all still happy to stay on the board with Helen Wood Chairperson, Sarah Smith Treasurer and Joanne Leaf secretary all happy to keep their roles. Sylvia Jobling and Verity Grantham are happy to still be members which is fantastic news.

Financially the preschool is about sustainable with no concerns as a lot of money has been paid out for updates this year.

Regular committee meetings have been successful, with all committee members all keen and active to take supporting roles in the overall management of the preschool.

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The committee have realised that over the next couple of years there has been a forecast of low birth rate which may effect the numbers within the school. Jo has said she will help with set days in the community through the holidays to help promote the preschool.

The chair would like to thank all the committee members for their time and continued support.

### **Treasurers Report 2024-2025**

#### **See attached accounts** **Year End August 2016**

This is a true account of this meeting Signed **sarah smith** Dated  
13/04/26

Signed Sarah Smith Dated 13/04/26

Chair read out last years AGM, these were accepted as a true account and Sarah Smith and Joanne Leaf and proposed and seconded them.

The constitution was read and the committee made on adaptions or amendments.

Treasurer provided the financial accounts. The report was accepted Helem Wood and seconded by Joanne Leaf.



**REGISTERED CHARITY NUMBER: 1037408**

**Unaudited Financial Statement for the Year Ended 31 August 2025  
for  
ORCHARD PARK PRE SCHOOL**

Brodericks (York) Ltd  
Chartered Certified Accountants  
Wellington House  
Aviator Court  
York  
YO30 4UZ

## **Independent Examiner's Report to the Trustees of Orchard Park Pre School**

I report on the accounts for the year ended 31 August 2025, which are set out on page 2.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow procedures specified in the General Directions given by the Charity Commission under section 145(5) (b) of the Charities Act, and,
- to state whether particular matters have come to our 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 the 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.

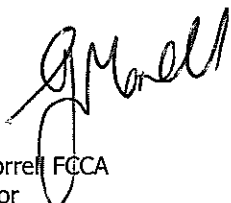
### **Independent examiners statement**

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

1. Which gives me reasonable cause to believe that in any material respect the requirements:
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  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities 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.



S J Morrell FCCA  
Director  
**Brodericks (York) Ltd**  
Chartered Certified Accountants  
Wellington House  
Aviator Court  
York  
YO30 4UZ

November 2025

<b>Summary of Receipts &amp; Payments</b>	
<b>Orchard Park Pre School</b>	
<b>For period to:</b>	
<b>31/08/2025</b>	

<b>Receipts</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
NEG Funding	£ 98,445.90	£ -	£ 98,445.90
Fees	£ 5,281.35	£ -	£ 5,281.35
Fundraising events & activities	£ -	£ -	£ -
Outing & activity fees	£ -	£ -	£ -
Other grants & funding	£ -	£ -	£ -
Bank Interest	£ 684.37	£ -	£ 684.37
Other sundry receipts	£ -	£ -	£ -
Childcare Vouchers	£ -	£ -	£ -
Transfer from accounts	£ -	£ -	£ -
Enter Description	£ -	£ -	£ -
Enter Description	£ -	£ -	£ -
	<b>£ 104,411.62</b>	<b>£ -</b>	<b>£ 104,411.62</b>

<b>Payments</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Salary & wage costs	£ 75,450.19	£ -	£ 75,450.19
Staff training & other costs	£ 384.00	£ -	£ 384.00
Play materials & equipment	£ 2,513.19	£ -	£ 2,513.19
Activities & outings	£ -	£ -	£ -
Refreshments (inc. milk)	£ 409.80	£ -	£ 409.80
Consumables	£ 42.19	£ -	£ 42.19
Rent	£ 9,116.70	£ -	£ 9,116.70
Insurance	£ 981.02	£ -	£ 981.02
Affiliations & subscriptions	£ 403.87	£ -	£ 403.87
Telephone cost/ internet costs	£ 1,703.74	£ -	£ 1,703.74
Printing, postage & stationery	£ 257.92	£ -	£ 257.92
Fundraising costs	£ -	£ -	£ -
Accountancy & payroll fees	£ 2,617.20	£ -	£ 2,617.20
Other sundry costs	£ 413.67	£ -	£ 413.67
DBS	£ -	£ -	£ -
NEST pensions	£ 2,561.07	£ -	£ 2,561.07
Bank Charges	£ 83.40	£ -	£ 83.40

Staff Christmas/meals	£ 605.30	£ -	£ 605.30
HMRC PAYE/NI	£ 3,207.02	£ -	£ 3,207.02
Cash Drawn from Bank for Petty Cash	£ 30.00	-£ 30.00	£ -
	<b>£ 100,780.28</b>	<b>-£ 30.00</b>	<b>£ 100,750.28</b>

<b>Current Surplus (Deficit)</b>	<b>£ 3,631.34</b>	<b>£ 30.00</b>	<b>£ 3,661.34</b>
<b>Funds Brought Forward</b>	<b>£ 52,500.71</b>	<b>£ -</b>	<b>£ 52,500.71</b>
<b>Funds Carried Forward</b>	<b>£ 56,132.05</b>	<b>£ 30.00</b>	<b>£ 56,162.05</b>

**REGISTERED CHARITY NUMBER: 1037408**

**Unaudited Financial Statement for the Year Ended 31 August 2025  
for  
ORCHARD PARK PRE SCHOOL**

Brodericks (York) Ltd  
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Wellington House  
Aviator Court  
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YO30 4UZ

## **Independent Examiner's Report to the Trustees of Orchard Park Pre School**

I report on the accounts for the year ended 31 August 2025, which are set out on page 2.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

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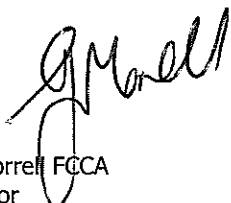
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November 2025

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<b>Orchard Park Pre School</b>	
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**ORCHARD PARK PRE-SCHOOL (YORK)**

England & Wales - Charity number 1037408

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# Accounts

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<b>Summary of Receipts &amp; Payments</b>	
<b>Orchard Park Preschool</b>	
<b>For period to:</b>	
<b>August 31st 2024</b>	

<b>Receipts</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Funding Covid 19	£ 102,201.37	£ -	£ 102,201.37
Fees	£ 10,591.45	£ -	£ 10,591.45
Irish Dance (K Darville)	£ -	£ -	£ -
	£ -	£ -	£ -
Party Rents	£ -	£ -	£ -
Ad Hoc Hall users	£ -	£ -	£ -
Yoga ( Dawn Bilbrough)	£ -	£ -	£ -
Boot Camp (Brian S)	£ -	£ -	£ -
Covid 19 Small business grant	£ -	£ -	£ -
Rebecca Goodhall dancing	£ -	£ -	£ -
Bank Interest	£ 709.30	£ -	£ 709.30
Other sundry receipts	£ -	£ -	£ -
Grants & Other Funding	£ -	£ -	£ -
Fundraising	£ -	£ -	£ -
	£ -	£ -	£ -
	£ 113,502.12	£ -	£ 113,502.12

<b>Payments</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Salary wages	£ 69,140.41	£ -	£ 69,140.41
Staff Training	£ 832.90	£ -	£ 832.90
Resources play	£ 3,481.37	£ -	£ 3,481.37
Activities and outings	£ -	£ -	£ -
Snack	£ 313.65	£ -	£ 313.65
Cleaning	£ 78.67	£ -	£ 78.67
Rent	£ 8,336.00	£ -	£ 8,336.00
Insurance	£ 50.00	£ -	£ 50.00
Affiliations and subscriptions	£ 1,096.78	£ -	£ 1,096.78
Telephone/internet	£ 2,155.79	£ -	£ 2,155.79
Office Costs inc postage paper etc	£ 414.26	£ -	£ 414.26
Fundraising costs	£ -	£ -	£ -
Accountancy & payroll fees	£ 2,326.80	£ -	£ 2,326.80
Building maintenance	£ 200.75	£ -	£ 200.75
DBS	£ 62.00	£ -	£ 62.00
Pension Nest	£ 1,530.19	£ -	£ 1,530.19
Bank Charges	£ 72.00	£ -	£ 72.00
Staff christmas/meals	£ 405.60	£ -	£ 405.60
HMRC	£ 1,971.29	£ -	£ 1,971.29
Costs incurred due to Covid 19	£ 138.17	£ -	£ 138.17
	£ 92,606.63	£ -	£ 92,606.63

<b>Current Surplus (Deficit)</b>	£ 20,895.49	£ -	£ 20,895.49
<b>Funds Brought Forward</b>	£ 31,605.22	£ -	£ 31,605.22
<b>Funds Carried Forward</b>	£ 52,500.71	£ -	£ 52,500.71

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January 2025

Committee meeting Tuesday 25th March 2025

Welcome – Helen Wood, Sylvia Jobling, Jo Leaf, Sarah Smith,

Apologies Verity Grantham

Manager's Report – We have had a strong year with a great intake of children and also having children who are able to go to school nursery staying with us till reception age. We also gained more from the new working 2 year old funding which was accessed by a few of our parents.

This year we have had additional funding to care for a child on an EHCP Plan we paid out additional money to staff to cover her this was at no expense to ourselves this year as there was plenty of money allocated to do this.

Again, we have had to cover sickness in the setting over 3 months as Kerry lost her father and we had to pay the statutory sick pay to her and bring additional staff in to make the numbers up. Trainings were also quite high as we are constantly updating certificates to make sure the staff are up to date.

Staffing – No staff changes. Lydia is now Level 3 qualified and Chloe is on to her second year and will be by July 2025.

Action Plan this year

We are still focusing on using recyclable resources which the parents are bringing into the setting to help save money although we had to buy 2 new mats and a new water tray which were very expensive.

I also increased the fees by 50p per hour in September to help with the increase in the staff wages

The outdoor area is our main place to still improve this year, we have sanded down our pallets and made 2 into activity areas, we are also needing to buy sand and improve the sandpit

**ORCHARD PARK PRE-SCHOOL (YORK)**

England & Wales - Charity number 1037408

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# Accounts

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December 2023

<b>Summary of Receipts &amp; Payments</b>	
<b>Orchard Park Preschool</b>	
<b>For period to:</b>	
<b>August 31st 2023</b>	

<b>Receipts</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Funding	£ 63,454.37	£ -	£ 63,454.37
Fees	£ 15,401.71	£ -	£ 15,401.71
Fundraising	£ -	£ -	£ -
outing and events	£ -	£ -	£ -
other grants and funding	£ -	£ -	£ -
Bank Interest	£ 153.38	£ -	£ 153.38
other sundry receipts	£ -	£ -	£ -
Childcare Vouchers	£ -	£ -	£ -
Transfers	£ -	£ -	£ -
Government funding	£ -	£ -	£ -
Bank Interest	£ -	£ -	£ -
Tax free funding	£ -	£ -	£ -
refund	£ -	£ -	£ -
	0 £ -	£ -	£ -
	0 £ -	£ -	£ -
	<b>£ 79,009.46</b>	<b>£ -</b>	<b>£ 79,009.46</b>

<b>Payments</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Salary Wages	£ 65,250.48	£ -	£ 65,250.48
Staff training	£ 487.34	£ -	£ 487.34
Resources play	£ 2,543.13	£ -	£ 2,543.13
Activities and outings	£ -	£ -	£ -
snack	£ 614.63	£ -	£ 614.63
cleaning	£ 228.22	£ -	£ 228.22
rent	£ 9,350.00	£ -	£ 9,350.00
Insurance	£ 915.93	£ -	£ 915.93
Affiliations and subscriptions	£ 164.95	£ -	£ 164.95
Telephone/internet	£ 1,311.29	£ -	£ 1,311.29
Office Costs inc postage paper etc	£ 525.67	£ -	£ 525.67
Fundraising costs	£ -	£ -	£ -
Accountancy & payroll fees	£ 1,980.00	£ -	£ 1,980.00
Building maintenance	£ 174.72	£ -	£ 174.72
DBS	£ 146.40	£ -	£ 146.40
Pension Nest	£ 1,215.68	£ -	£ 1,215.68
Bank Charges	£ 72.00	£ -	£ 72.00
Staff christmas/meals	£ -	£ -	£ -
Hmrc	£ 1,611.37	£ -	£ 1,611.37
costs incurred due to covid 19	£ -	£ -	£ -
	<b>£ 86,591.81</b>	<b>£ -</b>	<b>£ 86,591.81</b>

<b>Current Surplus (Deficit)</b>	<b>-£ 7,582.35</b>	<b>£ -</b>	<b>-£ 7,582.35</b>
<b>Funds Brought Forward</b>	<b>£ 40,958.74</b>	<b>£ -</b>	<b>£ 40,958.74</b>
<b>Funds Carried Forward</b>	<b>£ 33,376.39</b>	<b>£ -</b>	<b>£ 33,376.39</b>

**ORCHARD PARK PRE-SCHOOL (YORK)**

England & Wales - Charity number 1037408

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# Accounts

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## COMMITTEE MEETING MONDAY 12<sup>TH</sup> DECEMBER 2022

Welcome – Helen Wood, Sylvia Jobling, Jo Leaf, Verity Grantham

Apologies – Sarah Smith

Managers' Report – We have had an extremely tough year since coming out of covid as well as having 2 members of staff go on to maternity. We lost Sue whom we only employed in March as Deputy Manager as she was offered more money to work outside of childcare this left us looking for an other assistant manager which we had no response to adverts or paid media job services and we promoted Kerry up to assistant manager to work on a job share with Marta when she returns in January. Kerry is in the process of training and is doing incredibly well. We also took Megan a level 2 on to work 3 days a week to help cover the days we were short. Megan is now in the process of doing her level 3 and will be staying with us on going. The wage bill has been very high as we have also paid Jacob a student using him for cover on the days we have had sickness or Jo has been in meetings.

We are financially not sustainable with the money paid in each year at the moment but have money in the bank to help us get through this tricky situation and from January with Marta back we will have more cover in the room instead of me paying people extra hours to the staff. We also from September had an increase on our rent per hour from £5.00 to £7.50 which was a significant amount but I think in the next year we will find ourself getting back to been sustainable without dipping into reserves.

Ofsted report – We had our OFSTED inspection on Thursday 22<sup>nd</sup> September unfortunately this is one day in 7 years I was not able to be in the setting. The report was going fantastic until fluid was found in a room we don't use which put us straight in to safe guarding measures. Luckily or not we can have another inspection in the next 4 – 6 months and hopefully over turn the judgement of inadequate and get the result we feel we work hard to achieve. Kerry and I have worked alongside Maxine our early years advisor and sent an improvement plan over to Ofsted ready for our next inspection. I have also worked alongside the very accommodating centre committee as well as the parish to make sure improvements have been met to make the setting safer and in better condition.

We have had a request for assess to a child and ex employers' details to be copied and processed following GDPR protocol I have spoken to the alliance

<b>Summary of Receipts &amp; Payments</b>	
<b>Orchard Park Preschool</b>	
<b>For period to:</b>	
<b>31 August 2022</b>	

<b>Receipts</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Funding	£ 74,013.96	£ -	£ 74,013.96
Fees	£ 7,075.50	£ -	£ 7,075.50
Fundraising	£ 5,405.20	£ -	£ 5,405.20
outing and events	£ -	£ -	£ -
other grants and funding	£ 96.35	£ -	£ 96.35
Bank Interest	£ 409.24	£ -	£ 409.24
other sundry receipts	£ -	£ -	£ -
Childcare Vouchers	£ 178.00	£ -	£ 178.00
Covid 19 Small business grant	£ 5,000.00	£ -	£ 5,000.00
Government funding	£ -	£ -	£ -
Bank Interest	£ 1,500.00	£ -	£ 1,500.00
Tax free funding	£ -	£ -	£ -
refund	£ -	£ -	£ -
	0 £ -	£ -	£ -
	0 £ -	£ -	£ -
	<b>£ 93,678.25</b>	<b>£ -</b>	<b>£ 93,678.25</b>

<b>Payments</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Salary Wages	£ 62,540.22	£ -	£ 62,540.22
Staff training	£ 260.20	£ -	£ 260.20
Resources play	£ 3,050.58	£ -	£ 3,050.58
Activities and outings	£ -	£ -	£ -
snack	£ 809.23	£ -	£ 809.23
cleaning	£ 378.49	£ -	£ 378.49
rent	£ 5,838.00	£ -	£ 5,838.00
Insurance	£ 974.54	£ -	£ 974.54
Affiliations and subscriptions	£ -	£ -	£ -
Telephone/internet	£ 1,279.53	£ -	£ 1,279.53
Office Costs inc postage paper etc	£ 568.28	£ -	£ 568.28
Fundraising costs	£ -	£ -	£ -
Accountancy & payroll fees	£ 1,494.00	£ -	£ 1,494.00
Building maintenance	£ 184.48	£ -	£ 184.48
DBS	£ 253.49	£ -	£ 253.49
Pension Nest	£ 1,446.30	£ -	£ 1,446.30
Bank Charges	£ 444.60	£ -	£ 444.60
Staff christmas/meals	£ 254.20	£ -	£ 254.20
Hmrc	£ 1,354.17	£ -	£ 1,354.17
costs incurred due to covid 19	£ 5,193.42	£ -	£ 5,193.42
	<b>£ 86,323.73</b>	<b>£ -</b>	<b>£ 86,323.73</b>

<b>Current Surplus (Deficit)</b>	<b>£ 7,354.52</b>	<b>£ -</b>	<b>£ 7,354.52</b>
<b>Funds Brought Forward</b>	<b>£ 33,604.22</b>	<b>£ -</b>	<b>£ 33,604.22</b>
<b>Funds Carried Forward</b>	<b>£ 40,958.74</b>	<b>£ -</b>	<b>£ 40,958.74</b>

## Chair Person Report

September 2021 – August 2022

Chair read out the AGM report from the manager and discussed the finance and how the committee can help going forward.

Financially the preschool for the year has not been sustainable but the committee will monitor this situation and see where help can be acquired and as the years progress hopefully this situation will change.

Sylvia stepped down as chair and Helen Wood has replaced her and we lost other members of the committee due to not having time to committee to meetings. We have had a request for a new member to join this been Kerry Taylor who feels she as Deputy Manager will have more of an incite as to what the committee does and will help her in her development as well as in the best interest of the preschool.

The chair would like to thank all the committee members for their time continued support its really valued.

### Treasurers report Sept 2021 – August 2022

See attached accounts

This is a true account of this meeting

.....*H. Wood*..... date.....*12/12/22*.....

Signed .....*S Jobling*..... Date.....*12-12-2022*.....

The report was accepted by Helen wood and seconded by Sylvia Jobling

\* Although the preschool look's Sustainable this year this was due to a big Smp Payment put in the bank in July 2022 for 2 girls on maternity to cover payment

**ORCHARD PARK PRE-SCHOOL (YORK)**

England & Wales - Charity number 1037408

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# Accounts

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AGM Meeting Wednesday 16<sup>th</sup> December

1 Welcome

2 Apologies

3 Adoption of tar report

4 Adoption of accounts

5 Chairperson and Manager Report

6 Election of management committee

7 Close of business

Committee meeting Wednesday 16<sup>th</sup> December 2021

Welcome – Sylvia Jobling, Jo Leaf, Claire Bramwell, Sarah Smith, Verity Grantham, Helen Wood

Apologies Rachel Allan Helen Philips

Manager's Report – We have had a strange year due to covid although our numbers have always been good we did have a slight drop in children attending the setting. We paid out an increased amount of money to cover wages whilst staff were on furlough. Trainings were also a lot higher than usual as whilst people were on furlough it was a good time to pay and gain knowledge to then use in the setting on return.

Going forward things do look to be levelling out with a good number of children starting in September 2021.

Staffing – Pamela left the school in October 2020 to set up her childcare business as she was nervous about sending her children back to school and herself returning where she thought it was a higher risk of covid spreading.

Alisha and Kerry both left in March 2021 Alisha to go work for her sister and Kerry went to work with Pam as she didn't have the childcare to do the hours required here to claim her universal credit as her childcare on a Wednesday was no longer available due to her mum having to isolate.

We welcomed both Lydia and Dee in to the setting In April Dee has a great knowledge and experience but no qualification so is in the process of gaining her level 3. Lydia was taken on as an apprentice on the government incentive scheme and herself is working towards her level 3.

Claire has just handed her notice in on the 26<sup>th</sup> November to take a step back and work in the preschool where her son is to recharge her

batteries as covid has given her a great deal of anxiety and it's the right chose for her health.

Jo will be working more hours till we find a new deputy which is been more challenging than we thought, we have had various candidates but nobody that has the right qualifications to help the setting move forward

Christmas Fayre- We held a Christmas fayre on the 27<sup>th</sup> November to support the community and fund raise for the school. What a fantastic day and a huge success the amount of feed back has been over whelming and this could become a fixture every year.

#### Action Plan

Find a new Assistant Manager and work on still improving the out door area.

Fee increase in September 2022.

*S Jobling*  
15-12-2021

*S Goble*  
15-12-2021

<b>Summary of Receipts &amp; Payments</b>	
<b>Orchard Park Preschool</b>	
<b>For period to:</b>	
<b>31 August 2021</b>	

Receipts	Bank	Petty Cash	Total
Funding	£ 57,220.56	£ -	£ 57,220.56
Fees	£ 5,236.00	£ -	£ 5,236.00
Fundraising events and activities	£ -	£ -	£ -
Outing and activity fees	£ -	£ -	£ -
Other grants and funding	£ -	£ -	£ -
Bank interest	£ -	£ -	£ -
Other sundry receipts	£ -	£ -	£ -
Childcare Vouchers	£ 509.00	£ -	£ 509.00
Covid 19 Small business grant	£ -	£ -	£ -
Government furlough	£ 4,735.32	£ -	£ 4,735.32
Tax free childcare	£ 1,283.52	£ -	£ 1,283.52
Refund over payment	£ 659.21	£ -	£ 659.21
	0 £ -	£ -	£ -
	0 £ -	£ -	£ -
	0 £ -	£ -	£ -
	<b>£ 69,643.61</b>	<b>£ -</b>	<b>£ 69,643.61</b>

Payments	Bank	Petty Cash	Total
Salary and wages	£ 49,268.20	£ -	£ 49,268.20
Staff training	£ 6,252.68	£ -	£ 6,252.68
Resources	£ 2,539.28	£ -	£ 2,539.28
Activities and outings	£ -	£ -	£ -
Snack	£ 183.61	£ -	£ 183.61
Cleaning products	£ 150.37	£ -	£ 150.37
Rent	£ 6,177.75	£ -	£ 6,177.75
Insurance	£ -	£ -	£ -
Affiliations and subscriptions	£ 958.08	£ -	£ 958.08
Telephone/internet	£ 1,484.08	£ -	£ 1,484.08
printing and postage	£ 666.62	£ -	£ 666.62
Fundraising costs	£ 659.21	£ -	£ 659.21
Accountancy & payroll fees	£ 3,477.12	£ -	£ 3,477.12
Building maintenance work	£ 2,546.69	£ -	£ 2,546.69
DBS	£ 336.30	£ -	£ 336.30
Pension Nest	£ 958.73	£ -	£ 958.73
Bank charges	£ 72.00	£ -	£ 72.00
Staff meals christmas end of term	£ 155.70	£ -	£ 155.70
hmrc	£ 2,161.55	£ -	£ 2,161.55
	0 £ -	£ -	£ -
	<b>£ 78,047.97</b>	<b>£ -</b>	<b>£ 78,047.97</b>

<b>Current Surplus (Deficit)</b>	<b>-£ 8,404.36</b>	<b>£ -</b>	<b>-£ 8,404.36</b>
<b>Funds Brought Forward</b>	<b>£ 42,008.58</b>	<b>£ -</b>	<b>£ 42,008.58</b>
<b>Funds Carried Forward</b>	<b>£ 33,604.22</b>	<b>£ -</b>	<b>£ 33,604.22</b>

**ORCHARD PARK PRE-SCHOOL (YORK)**

England & Wales - Charity number 1037408

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# Accounts

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Hi Please find the Accounts and report for September 2019 to August 2020/

A summary for this year Managers report

The year started with a good intake of children and as stated in our December meeting things were looking very good for the rest of the year and again the Preschool was going to be sustainable.

Covid then happened this made it a very difficult time but we made the decision to keep the preschool open as we had 11 children who were classed as Keyworker children or vulnerable children and a majority of staff were happy to keep working in bubbles for this to happen, at this time also the Manager Jo Leaf was having to have her first operation for breast cancer which led to Claire the deputy manager standing in to keep the school running to the great standard we expect.

The staff whom did work had a very professional manner making sure all policies were followed to protect themselves and the children attending the setting this followed through till the end of the academic year with not one covid case to report which was a marvellous achievement. Jo spoke to Sylvia Jobling the chair of the committee if it she could pay the girls who unfortunately didn't feel safe enough to work furlough but top up their wage to full and this was agreed. The Centre Committee also chose to not charge the preschool rent for the months April to September as we had a shortfall of fees not been accessed by the children whom would normally pay for the time within the setting.

### Staffing

We lost Sarah Smith our Safeguarding officer in June as she chose to change her career and go into caring this has worked out well for her as the hours she works now fit in better with her family and we wish Sarah lots of luck in the future.

We chose not to replace Sarah as we didn't know what was going to happen with covid and what fees and funding we were going to get in the new academic year we have had always had more than enough staff and it reduced our wage bill at this hard time.

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Unfortunately, we could not hold our end of academic committee meeting to discuss what the plans and objectives were going to be for the year September 2020 through to August 2021 as we couldn't meet up and as most of the committee are keyworkers to group together for a virtual call would have seemed impossible. The Preschool has been in regular contact with Sylvia Jobling the chair whom herself has been shielding for months and months to protect herself and her husband but always willing to take a call and offer advice.

### Outdoor Area

On a positive note, when Huntington Preschool had to close due to not been sustainable they had just over £5000 in the bank and were able to hand the money over to a group within the community and chose to give it to the Preschool which was fantastic. Through the summer holidays we had work men in to Deck, paint make new areas and make an outdoor classroom for the children this has really made a great difference to this area.

### Action Plan

### Trainings

Continue to improve the provision possible with more soft seating (ie mats in the setting.)


As we were unable to have an AGM meeting the committee has been informed as we normally would do and Claire Bramwell has signed the Report for the Accounts.

Report September 2019 -August 2020

See Attached Accounts

This a true account of the Accounts for Orchard Park Preschool

Date 10/03/2021 .....  JOANNE LEAF .....

Signed Claire Bramwell .....  Claire Bramwell | Date .....

The report was accepted by Joanne Leaf and Seconded by Claire Bramwell

**REGISTERED CHARITY NUMBER: 1037408**

**Unaudited Financial Statement for the Year Ended 31 August 2020  
for  
ORCHARD PARK PRE SCHOOL**

Brodericks (York) Ltd  
Chartered Certified Accountants  
3 Cayley Court  
Clifton  
York  
YO30 4WH

<b>Summary of Receipts &amp; Payments</b>
<b>Orchard Park Pre School</b>
<b>For period to:</b>
<b>31 August 2020</b>

<b>Receipts</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
NEG Funding	£ 60,218.67	£ -	£ 60,218.67
Fees	£ 6,786.00	£ -	£ 6,786.00
Fundraising events & activities	£ -	£ -	£ -
Outing & activity fees	£ -	£ -	£ -
Other grants & funding	£ 13,838.63	£ -	£ 13,838.63
Bank Interest	£ 1,549.31	£ -	£ 1,549.31
Other sundry receipts	£ -	£ -	£ -
Childcare Vouchers	£ -	£ -	£ -
Transfer from accounts	£ -	£ -	£ -
Enter Description	£ -	£ -	£ -
Enter Description	£ -	£ -	£ -
	<b>£ 82,392.61</b>	<b>£ -</b>	<b>£ 82,392.61</b>

<b>Payments</b>	<b>Bank</b>	<b>Petty Cash</b>	<b>Total</b>
Salary & wage costs	£ 57,803.04	£ -	£ 57,803.04
Staff training & other costs	£ 1,601.16	£ -	£ 1,601.16
Play materials & equipment	£ 2,327.54	£ -	£ 2,327.54
Activities & outings	£ 55.44	£ -	£ 55.44
Refreshments (inc milk)	£ 146.17	£ -	£ 146.17
Consumables	£ 123.01	£ -	£ 123.01
Rent	£ 3,547.00	£ -	£ 3,547.00
Insurance	£ -	£ -	£ -
Affiliations & subscriptions	£ 644.35	£ -	£ 644.35
Telephone cost/ internet costs	£ 1,050.90	£ -	£ 1,050.90
Printing, postage & stationery	£ 209.86	£ -	£ 209.86
Fundraising costs	£ -	£ -	£ -
Accountancy & payroll fees	£ 494.72	£ -	£ 494.72
Pension	£ 3,846.58	£ -	£ 3,846.58
DBS	£ -	£ -	£ -
Committee Expenses	£ 749.17	£ -	£ 749.17
Bank Charges	£ 876.64	£ -	£ 876.64
Staff christmas/meals	£ 382.40	£ -	£ 382.40
HMRC	£ 329.84	£ -	£ 329.84
Cash Drawn from Bank for Petty Cash	£ -	£ -	£ -
	<b>£ 74,187.82</b>	<b>£ -</b>	<b>£ 74,187.82</b>

<b>Current Surplus (Deficit)</b>	<b>£ 8,204.79</b>	<b>£ -</b>	<b>£ 8,204.79</b>
<b>Funds Brought Forward</b>	<b>£ 33,804.51</b>	<b>£ -</b>	<b>£ 33,804.51</b>
<b>Funds Carried Forward</b>	<b>£ 42,009.30</b>	<b>£ -</b>	<b>£ 42,009.30</b>

**Independent Examiner's Report to the Trustees of  
Orchard Park Pre School**

I report on the accounts for the year ended 31 August 2020, which are set out on page 2.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow procedures specified in the General Directions given by the Charity Commission under section 145(5) (b) of the Charities Act, and,
- to state whether particular matters have come to our 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 the 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 examiners statement**

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

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 Charities Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities 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.

S J Morrell FCCA  
Director  
**Brodericks (York) Ltd**  
Chartered Certified Accountants  
3 Cayley Court  
Clifton  
York  
YO30 4WH



21<sup>st</sup> January 2021