

OUGHTRINGTON PRE-SCHOOL

YEAR END ACCOUNTS

AND FINANCIAL SUMMARY

2020-2021

Oughttrington Community Centre

Oughttrington Crescent

Lymm

Cheshire

WA13 9JD

Registered Charity Number: 1038655

Se

**Oughtrington Pre-School
Financial Summary
for the Year Ended 31st August 2021**

Overview

Oughtrington Preschool ran 10 sessions per week in all terms. September 2020 intake was 30 children in comparison with the previous year that had an intake of 35, this is not full capacity however a number of sessions have been full. The intake did increase in January 2021 and was forecast to increase in April 2021 to 50. Preschool has permanent members of staff and supply staff who provide valuable assistance and enable adequate staffing of all sessions.

Unfortunately this year due to COVID-19, numbers were effected in September, however all staff returned in September, and were available for work in September.

Two staff members were off sick with COVID mid year, they were granted immediate sick pay.

Core Activities

Pre-School maintained a surplus position this year (£90,264). Expenditure was lower than income by £17,711.

Warrington Borough Council grants totalled £90,638. With staff costs totalling £97,231, higher than 2020 due to all staff returning to work, and the end of the furlough scheme. We also took on two new staff members so allocations

Private fees were £34,000 an increase in comparison to 2020, some of this can be attributed to transition sessions that pre school ran in September, but also because some fee paying children do not receive their 30h until midway

A fee increase was observed in April, the fee for 2 year olds increased to £4.95 per hour, while the fee for 3 year olds increased to £4.50 per hour. In addition to this the funded rate increased for 2 year olds to £5.08 per hour and 3-4 year olds to £4.39 per hour.

Salaries were agreed for permanent and supply staff from April 2020 to maintain the gap between the lowest Preschool salary and the national living wage. With a 19p increment per hour being added to all staff members wage. No admin payments were paid to kev staff between the months of April-August 2020.

The voluntary enhanced provision fee of £18.50 per term was only billed for the summer term because this was when activities were able to recommence as per COVID guidance. This helps contribute to the cost of enhanced provisions such as PE sessions. Gardening Club. Eco Warriors and Orchard activities.

Variable expenses increased, mainly due to essential purchases of hand sanitiser and cleaning products which still remain part of pre schools daily routine.

Income from Fundraising and donations increased by 271% compared to 2020.

Se

**Oughtrington Pre-School
Financial Summary Continued
for the Year Ended 31st August 2021**

Fund Raising & Donations

Despite the fact that we continue to have no official fundraising team, a total of £1940 was raised. We raised money with a sponsored bike ride (£633) sponsored walk (£245), in addition to our easyfundraising account (£460).

Pre-School also received a number of generous donations from parents (£1304.00) via a JustGiving page, the Rotary Club (£200) and a parent donation (£100).

Equipment

Expenditure on equipment and books totalled £2935. The main purchases included the new pirate ship for the outdoor area (£728), arts and crafts materials (£500), and staff sweatshirts (£169).

Refurbishment

The outdoor garden area was refurbished this year (£541) which included the removal and purchasing of a new pirate ship, new bark, repair to wooden fenced area. The toilet area was repainted and refreshed (£100). Also various maintenance works were carried out which included repair of shelves/cabinets/storage area (£200).

Future of Pre-School

Whilst there is still a healthy surplus of cash in the organisation, in order to be sustainable in the long term it is essential that Pre-School continues to maximise the number of children attending each session,

There is still scope to grow revenue with continued focus on upselling session spaces, lunch time slots and early drop offs; effectively managing staff to child ratios and by charging for enhanced provisions. Fees will continue to be reviewed annually with comparison against other settings in the area.

COVID-19 is an ongoing concern, it will be inevitable that some parents may defer places from September to January and intake numbers/Staffing may need to be assessed in order to ensure that social distancing or self isolation can be implemented among staff. COVID-19 may also affect the ability to fundraise for the first half of the year. It may be possible to increase parental awareness of the "Easyfundraising" scheme in addition to carrying out sponsored walks, keyring sales etc.

The waiting list for future places continues to be strong with numbers for the January (2022) intake being high. A number of parents have deferred places until they are eligible for their 15 or 30 hours funding. Available places should be advertised so that the Local Community are aware that Preschool is not full.

There is a contingency of £20,000 made up for any future redundancies, £10,000 for pre school improvements, and £7000 for one on one care should it be required. We also have to be aware that there may be a rent increase implemented this year. or the possibility that we may have to move premises.

Cash surplus carried forward is £90,264

Bank Accounts

The majority of funds currently sit within a single Pre-School account.

There is £445 in a Natwest Account.

No funds have been transferred to savings this year.



**Oughttrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2021**

Income and Expenditure

Income	2021	2020	Expenditure	2021	2020
	£	£		£	£
Fees	34,000	24,628	Staff Costs	97,231	79,526
Grants - WBC	90,638	74,040	Rent	5,700	5,358
Grants - Milk	1,175	1,348	Insurance	531	531
Snacks	2,325	1,353	Refreshments and Milk	1,538	1,518
Voluntary enhancement fee	666	890	Trips and Sponsorships	321	860
Uniforms	38	353	Expendables	1,895	1,804
			Stationary	82	89
			Sundries	730	1,134
			Computer Goods	669	1,178
			Cleaning	224	284
			Staff Training	646	189
			Phone / Broadband	859	902
			Registration	50	50
			DBS Checks	402	229
Core Activities	128,842	102,612		110,878	93,651
Fund raising	1,940	847	Fund raising	22	18
Donations	1,605	461	Equipment and books	2,935	1,981
			Refurbishment / Garden	841	1,230
Total	132,387	103,920		114,676	96,881
B/F Cash	72,553	65,514	C/F Cash	90,264	72,553
	<u>204,940</u>	<u>169,434</u>		<u>204,940</u>	<u>169,434</u>

Analysis of surplus	2021	2020
	£	£
Santander Current Account	89,519	71,808
NatWest Current Account	445	445
Petty Cash	300	300
Total	<u>90,264</u>	<u>72,553</u>

Notes:

1. Some rounding differences occur

Auditor's Report

I have examined the above accounts with the books and vouchers supplied to me.

To the best of my information and knowledge, these accounts show a true and fair view of the state of affairs as at 31st August 2021.

SIGNED:




Bank Reconciliation

£

89,519

445

300

90,264

Value

£

—


Cheque No.

Value

£

—

90,264



**Oughttrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2021**

Creditors

There were no creditors

Debtors

There were no debtors

Provision

A provision of £20,000 is made for any future redundancies
A provision of £10,000 is made for Pre-School improvements
A provision of £7,000 is made for one-on-one care

These provisions are held within the Santander current account as part of the cash carried forward balance in the income and expenditure account

Stock

No material stock was held

SO

**Oughttrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2021**

Analysis of Sundries	£
Ancillary Craft Items	90
Ancillary Kitchen Items	11
Health & Safety	380
Committee gift to staff	249
	<u>730</u>

Analysis of Fund Raising	Income	Expenditure
	£	£
Shoe/clothes Collection	104	
Christmas Hamper raffle/keyrings	378	7
Sponsored Bike Ride	633	
Uniform Raffle	57	
Sponsored Walk	245	
Easter Egg Hunt	63	14
Easyfundraising	460	
	<u>1,940</u>	<u>22</u>

Analysis of Donations	Income	Expenditure
	£	£
Rotary Club	200	
Parent donations	100	
Just Giving Page	1305	
	<u>1,605</u>	<u>0</u>

Analysis of Equipment Bought	£
Art & Craft	849
Christmas	0
Education	269
Electrical	27
Furniture	376
Outdoor	413
Role Play	44
Toys & Games	790
Staff Uniforms	169
	<u>2,935</u>

Soe

**Oughtrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2021**

Independent Examiner's Report to the Trustees of Oughtrington Pre-School

I report on the accounts of the Trust for the year ended 31st August 2021, which are set out on pages 1 - 6.

Respective Responsibilities of the Trustees and the Examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the 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 a consideration of any unusual items and disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 41 of the Act; and

- to prepare accounts in accordance with the accounting records and to comply with the accounting requirements of the 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.

Name: SUSAN CANTWELL

Date: 31/3/22

Relevant professional qualification or body: ACMA

Address: 5 OUGHTRINGTON CREES
LYNN WAID 9JD.

SO