

OUGHTRINGTON PRE-SCHOOL

YEAR END ACCOUNTS

AND FINANCIAL SUMMARY

2021-2022

Oughtrington Community Centre

Oughtrington Crescent

Lymm

Cheshire

WA13 9JD

Registered Charity Number: 1038655

**Oughtrington Pre-School
Financial Summary
for the Year Ended 31st August 2022**

Overview

Oughtrington Pre-School has had another busy year, running 10 sessions per week in all terms. The Pre-School consists of a mixture of permanent and supply members of staff, to enable adequate staffing of all sessions. Towards the end of the year, both the Deputy Supervisor and the Bookkeeper resigned due to relocation.

Oughtrington Primary School admitted 47 reception children in September 2022, with the Pre-School accommodating just under half of these children. Pre-School's strong link with the Primary School is evident, with close links in particular during the transition phase.

Pre-School started the year with 31 children on role and took a further 10 children on during the year. 3 children left the area and consequently the setting, mid-year.

Core Activities

Expenditure exceeded income by £12K this year, however Pre-School's bank balance remains healthy. This loss can be explained by the following:

Core fees and WBC grant was ~£31K lower this year, due to fewer children being on role and the number of children attending each session being lower. By the Summer term there were 38 children on role, compared with 50 children the year before. The average number of children attending each session was 19, compared with 26 the year before. This was due to the combination of a lower birth rate year and people deferring their places until they become eligible for their free entitlement, given the current financial crisis. Non-payment of core fees by parents totalled 2.5K, however we plan to re-coup these fees in the 2022/23 Autumn term.

Core fees for 3 and 4 year olds were increased by 35p per hour from January, from £4.75 to £5.10. Core fees for 2 year olds were increased by 10p per hour, from £5.00 to £5.10. However, this still leaves our prices comparable with those of other Pre-Schools in the local area. We also saw an increase in the FEYE allowance from April - from £4.39 to £4.54 for 3 and 4 year old, and from £5.08 to £5.25 for 2 year olds.

Snack fee remained at 50p per session. A voluntary charge of £18.50 per term was applied to cover the cost of enhanced provisions such as Eco Warriors science lessons, Les Petits Pois Fun French lessons, gardening club and orchard activities.

Claire Royle was seconded to work for the DfE's covid recovery programme, to support settings that were significantly affected by covid. Pre-School were able to claim £1000 from the DfE for the work she undertook during the Spring term.

Salary increases were agreed from April to maintain the same gap between the lowest Pre-School salary and the National Living Wage, which increased by 59p per hour. NLW is expected to rise again in April 2023 and accordingly so will Pre-School staff salaries. As the NLW is projected to rise to £10.50 per hour by 2024, Pre-School will have to seek opportunity for growth in revenue figures to keep ahead of this curve, especially with the current rise in energy prices, food costs and rent.

**Oughtrington Pre-School
Financial Summary Continued
for the Year Ended 31st August 2022**

Fixed costs were ~£1000 higher this year. The main reasons for this were: £900 more was spent on visitors who provided the enhanced activities on offer; Staff training was £250 higher, which included enrolling one member of staff on her L5 apprenticeship. DBS checks were ~£300 lower, as no new staff members were taken on this year.

Variable costs were ~£4K lower this year. This was mostly due to reduced staffing with fewer children attending. Expenditure on expendables was £950 less this year as Pre-School returned to normal cleaning regimes post covid.

Fund Raising

Despite the fact that Pre-School continues to have no official fundraising team, a total of £1486 was raised. The highlight of the fundraising calendar was the Easter raffle and sponsored egg and spoon race, which raised £424. Registration with Easyfundraising continues to be profitable, with donations this year totalling £500.

Equipment

Expenditure on equipment and books was 1/3 less due to the replacement of a lot of educational learning resources last year. The main purchases were a storage shed for the outdoor area and two retractable privacy screens to improve security of the outside area.

Refurbishment

Pre-School contributed £3.5K towards the installation of a new emergency exit door in the main hall of Oughtrington Community Centre. This means that the internal doors to the Pre-School rooms can now be locked during session time, increasing security in line with Ofsted recommendations.

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 important that Pre-School continues to maximise the number of children attending each session, as further increases in staff costs are inevitable. There is still scope to grow revenue with continued focus on upselling session spaces and early drop offs and effectively managing staff to child ratios. There is also the option to explore wrap around care and holiday clubs and evaluate the revenue from enhanced provision and snack donations. Fees will continue to be reviewed annually with comparison against other settings in the area.

Although the waiting list for future places continues to be strong, some parents are deferring their child's place until they become eligible for their grant and a number are not exceeding their grant entitlement. This, combined with a lower birth rate year, means that intake is low for the 2022/23 Autumn term. Some marketing needs to be done to ensure that people are aware there are places available.

Cash Surplus

Cash surplus carried forward amounts to £78K of which £37K has been earmarked for provisions leaving an uncommitted balance carried forward of £41K.

Bank Accounts

The majority of funds currently sit within a single Pre-School account. £445 is held in a dormant NatWest account. No funds have been transferred to savings this year.

**Oughtrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2022**

Income and Expenditure

Income	2022	2021	Expenditure	2022	2021
	£	£		£	£
Fees	27,476	34,000	Staff Costs	94,075	97,231
Grants - WBC	66,500	90,638	Rent	5,700	5,700
Grants - Milk	780	1,175	Insurance	542	531
DfE Experts & Mentors Programme	1,000	-	Refreshments and Milk	1,502	1,538
Voluntary Enhancement Fee	1,616	666	Trips and Sponsorships	1,220	321
Snacks	2,692	2,325	Expendables	942	1,895
Uniforms	-	38	Stationary	71	82
			Sundries	897	730
			Computer Goods	735	669
			Cleaning	182	224
			Staff Training	897	646
			Phone / Broadband	1,001	859
			Registration	50	50
			DBS Checks	78	402
Core Activities	100,064	128,842		107,893	110,878
Fund Raising	1,486	1,940	Fund Raising	66	22
Donations	-	1,605	Equipment and Books	1,957	2,935
			Refurbishment / Garden	3,682	841
Total	101,550	132,387		113,597	114,676
B/F Cash	90,264	72,553	C/F Cash	78,217	90,264
	<u>191,814</u>	<u>204,940</u>		<u>191,814</u>	<u>204,940</u>

Analysis of surplus	2022	2021
	£	£
Santander Current Account	77,471	89,519
NatWest Current Account	445	445
Petty Cash	300	300
Total	<u>78,217</u>	<u>90,264</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 2022.

SIGNED:

**Oughtrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2022**

Bank Reconciliation

	£
Balance per Santander A/C statement	77,471
Balance per NatWest Current A/C statement	445
Balance in Petty Cash	300
Total	<u>78,217</u>

Add unpresented credits:

Value

£

-

-

-

-

Less unpresented cheques:

Cheque No.

Value

£

-

-

-

-

As per accounts:

78,217

**Oughtrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2022**

Creditors

There were no creditors

Debtors

A total of £2,508.49 in outstanding fees is owed by parents. It is hoped this will be re-couped in the 2022/23 Autumn term.

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

**Oughtrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2022**

Analysis of Sundries	£
Ancillary Craft Items	36
Ancillary Kitchen Items	263
Batteries	4
Christmas Party	34
Health & Safety	171
Leavers Presents	20
Role Play	22
Sports Day	8
Committee Gifts	250
Office Supplies	90
	<u>897</u>

Analysis of Fund Raising	Income £	Expenditure £
Cake Sale	49	
Sponsored Walk	181	
Easter Raffle/Sponsored Egg & Spoon	424	19
Raffle	148	
End Of Year Photos/Picnic	110	47
Easyfundraising	500	
Soex Clothes Donations	75	
	<u>1,486</u>	<u>66</u>

Analysis of Donations	Income £	Expenditure £
	<u>0</u>	<u>0</u>

Analysis of Equipment Bought	£
Art & Craft	375
Misc	38
Education	177
Electrical	100
Furniture	5
Outdoor	501
Role Play	245
Toys / Games	348
Books / DVDs	6
Uniforms	163
	<u>1,957</u>

**Oughtrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2022**

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 2022, 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:



Date:

26-Apr-23

Paul Wareham FCCA

Relevant professional qualification or body: ACCA

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