

OUGHTRINGTON PRE-SCHOOL

YEAR END ACCOUNTS

AND FINANCIAL SUMMARY

2024-2025

Oughtrington Community Centre
Oughtrington Crescent
Lymm
Cheshire
WA13 9JD

Registered Charity Number: 1038655

Overview

During this period, Oughtrington Pre-School experienced a financial loss of £17,270. Despite fee adjustments and funding increases, the overall expenses exceeded this year income. In addition, late fee payment and SEND payment will show £1,997.74 in next years accounts. Settings across the early years sector are facing significant challenges such as the rising costs of essential supplies and services, insufficient funding and significant increases in rent.

Capacity and Enrollment:

♦ Sessions:

Pre-School was open for ten sessions across all terms, but only operated at approximately 40% capacity compared to nearly 60% last year, this is mainly due to the low birth rate in this year's cohort. Only approximately 20% of children accessed sessions outside of their funded hours.

♦ Enrollment:

Pre-School started the year with 13 children on roll versus 20 last year. Rising to 23 children in the Summer term compared to 26 last year. 2 children left the setting during the year. It is apparent that working parents are looking for settings that provide wrap around care and holiday clubs. The new funded places for younger children may also be impacted on take up of places, where parents keep their children at the same setting. Dual attendance has also fallen this year.

Preschool can accommodate 24 children per day. Over the year approximately session uptake was approximately 10 children per day.

This year Preschool rolled out their breakfast club where booking have been low- 2 regular booking and ad hoc booking across the year. The majority of children are not accessing their full entitlement hours.

Income

Despite fewer children attending, revenue from core fees was £higher than the previous year. The 2 main reasons for this are:

- ♦ **Pre-School Fees:** Increased from £5.50 to £6.50 per hour in January 2025.
- ♦ **2 Yr old placements:** More 2 year olds are attending at the higher rate of FEYE
- ♦ **Breakfast Club:** A Breakfast Club has been introduced for children aged 2-8 years old attending Pre-School and Oughtrington Primary School. It is priced at £6 a day and is open from 07:45, with staff walking the Primary School children to school for 08:50.

This year we have accommodated 4 regular attendees and adhoc bookings taking place in the summer term, this generated £16,613 in income. This is a reduction compared with last year's figure of £25,542.

Voluntary Enhanced Provision Fee:

Remains at £18.50 per term, 2 year olds are not charged for this provision due to age and the new booking system restricts the use of the hall to roll out such activities.

Voluntary Consumables Fee and snack fee:

This has been merged at a cost of £1.95 per session to help cover the rising costs of food and consumables such as nappies, wipes, sun cream, hand wash and hand towels. However, this payment is not mandatory.

Funding from Warrington Borough Council was higher this year due to an increase in the funding rate from April and the successful application for SEND funding. The Government's new early years funding initiative means that eligible working parents of 2 year olds are now able to access 15 & 30 hours per week. As a result, Pre-School now has more 2 year olds on role which are then paid at the higher rate of FEYE and that of our fee rate.

Free Early Years Entitlement (FEYE) Rates:

Disability Access Funding (DAF) and Inclusion Funding:

♦ Awarded annually to support children with additional needs we had 2 children eligible accruing £1,820 in total.

♦ **SEND payments**

Totaled £4,890.52 as opposed to last year's revenue £9,000. This is because changes in funding has changed from a 2 tier system to a 3 tier system, the previous allocation of funding is now split across this additional tier, thus reducing payments at 2 tier stage.

Fundraising:

Despite having no official fundraising team, a profit of over £1,000 was raised in house. A focus on more events, joining community events and local fundraising applications need to be explored going forward. Easy fundraising income was reduced, the link needs to be shared regularly on different platforms to maximize any profits.

Expenditure

Staffing costs:

Wages were higher than the previous year due to the National Living Wage increase of £1.02 per hour and subsequent salary reviews. Increases in tax, although this has been offset marginally by claiming tax relief as a charity. This is the main expenditure for Preschool.

Insurance and subscriptions:

Ofsted registration fee remains the same £50, the accountant fee increased by £60 this year, EYA insurance increased annually by £401. Website subscription was paid for a 2 year period due again in 2026 at a cost of £398.78.

Rent:

Preschool incurred an annual rent increase of £3,090 this year, as the rent increased from £7,410 to £10,500. This is the second significant increase, amounting to £6,510 in the last 2 yrs.

Although the terms and conditions of the use of the Preschool rooms are not limited, providing opportunities for business growth, Preschool needs to look at how they can increase revenue by exploring wrap around care and other run other events to ensure these costs are covered.

Utilities:

The upgraded BT package has increase again this year by approximately £100.

The contract is due to expire in January 2026, where Preschool may benefit from looking for a new provider, but savings are still being made. The Community Centre has now installed Wi-Fi, this maybe something we can tap into saving £61-£20 per month.

Maintenance and Repairs:

Preschool under the new rental agreement are now liable for day to day maintenance costs. Note no additional booking fee for events using other rooms in the building have not been invoiced. Maintenance costs and equipment has totaled approximately £1,215

Training Costs:

A total of £22 was spent on training, We anticipate more money spent on training in light of new staffing and recruitment. The majority of staff 1st aid will expire in the next year.

Oughtrington Pre-School
Financial Summary
for the Year Ended 31st August 2025

Main Purchases:

No main equipment purchases this year, other increased costs include:

- ◆ Redecoration costs
- ◆ Garden maintenance
- ◆ EYA - services & Insurance
- ◆ Staff incentive / Christmas presents for children approximately £160

Marketing Costs:

To increase Pre-School's presence within the local and wider community, the following was spent on marketing:

- ◆ Renewal of website subscriptions

Preschool need to continue to look at how they can raise their profile through social media platforms and community events.

Payroll Outsourcing: The payroll is outsourced to the Early Years Alliance to ascertain if this is cost effective a comparison between R King salary and C Royle / EYA service needs to be calculated.

The EYA has been accessing the HMRC tax relief scheme where we are currently in credit. No payments are expected to be made until December 2025.

Tapestry Subscription: A Childhood Education Platform. This has tools to help run the setting efficiently, adhering to EYFS framework and to improve communication between families and staff. This has reduced some staffing costs.

Debt Recovery Fees: Pre-School have not needed to access these services this year.

Future Plans

- ◆ **Operational Hours:** Operate an out of hours – after school club service

- ◆ **Pre-School Fees:** To remain at £6.50 per hour and be reviewed in January 2026. Additional sessions to be charged at £7 per hour. Consider a different rate of fee for 2 year olds to cover the higher ratio element.

- ◆ **Sub letting rooms:** For children's parties, training events etc.

- ◆ **Breakfast Club Fee:** To remain at £6.50 per day, with focus on attracting more attendees. Regular advertising and marketing to make the service more visible in the local community.

- ◆ **Voluntary Enhanced Provision Fee:** To be charged at £20 per term, or £2 per activity for children that wish to be included ad hoc. This could be reinvented as additional curriculum activities that suit staff expertise and children's interests.

- ◆ **Consumables Fee:** Merged with snack fee to cover the costs of snacks, nappies, wipes, nappy bags, sun cream, hand wash, medication, hand towels and use of spare clothing. To be charged at £1.95 per session. Ensure that those parents that do opt out, provide the necessary resources for their child.

- ◆ **Hot Meal Option:** The introduction of a chargeable hot meal option at lunch time will be considered.

- ◆ **Holiday Club:** Pre-School plan a part time holiday club, October/ February/ June breaks, with a view to extending provision during school holidays. This is to meet the demand of working parents.

- ◆ **Invoicing:** Continue to issue on a monthly invoicing to encourage better revenue flow. Consider late payment charges.

Committee and Governance

The Pre-School is managed by a voluntary Committee of parents. Over the last decade, there has been a demographic shift in Lymm Village.

More parents are working full-time and do not have the spare time to dedicate to Pre-School. Since the appointment of a new manager in September 2025, it is more important than ever that Committee roles are fulfilled by people with the experience and determination to drive the business forward and fully support the remaining Preschool team. Dedicate specific roles and tasks to elevate paid staff workloads. Continue to monitor the role and responsibilities of Supervisor/Bookkeeper to ensure efficiency.

To address these challenges, the following options should be considered:

- ◆ **Changing to a Charitable Incorporated Organization (CIO):** This could provide a more sustainable governance structure and potentially attract more funding. Although this has been adopted at the last AGM, the application has yet to be submitted.
- ◆ **Fully adopt the 2013 constitution:** Once a CIO the new constitution can be adopted, this will open up who can become a trustee.
- ◆ **Enlist business support from the Local Authority or Pre-School Learning Alliance:** This could provide resources and guidance, networking opportunities, access to funding and grants, training and professional development and advocacy and representation.

Cash Surplus

Cash surplus carried forward amounts to £53,181, of which £38,000 has been earmarked for provisions/business growth, leaving an uncommitted balance carried forward of £15,000

Petty cash on site

£153.75 on site as of 31st August 2025

Bank Accounts

The majority of funds currently sit within a single bank account- Santander
£445 is held in a dormant NatWest account. Signatories issues have caused issues to access.
The Sum Up account balance of £200.

This is being used for onsite purchases. This comes with its own debit card which can be preloaded and used by staff for purchasing refreshments, sundries and online goods. This account includes a card reader, which can be used at fundraising events and enables Pre-School staff to take fee payments on site.

The visibility of the transactions are complex, in that, a commission of 1.62% is charged on debit payments and 1.72% is charged for credit card payments that include a interchangeable fee. Therefore the actual invoice presented to parent is not the amount that is received, sum up make monthly deposits based on what is surplus to the retainer kept on the card of £200 in total.

Conclusion

The financial loss of £17,270, highlights the need for continued monitoring and potential further adjustments to ensure the sustainability of Oughtrington Pre-School. The management team will continue to explore additional funding opportunities, cost-saving measures, and potential collaborations to improve the financial health of the Pre-School and absorb the rent increase. Additionally, any further increase in the National Living Wage, will necessitate another review of staff salaries, staff ratios/ structures, the role of trustees to ensure compliance and fairness.

Oughtrington Preschool
Income and Expenditure Account
for the Year Ended 31st August 2025

Income and Expenditure

Income	2025	2024	Expenditure	2024
		£		£
Grants - WBC	75,399	81,938	Staff Costs	91,154
Grants - DfE Experts & Mentors Programme		2,125	Rent	10,500
Grants - Milk	612	745	Early Years Alliance	1,537
Fees	16,613	25,542	Refreshments and Milk	1,211
Snacks		2,060	Trips and Sponsorships	30
Consumables		1,025	Expendables	2,195
Voluntary Enhancement Fee	375	970	Stationary	62
Sale of Childrens Uniform	60	155	Sundries	1,332
Insurance Refund	181	0	Computer Goods	851
			Cleaning	173
			Staff Training	22
			Phone / Broadband	1,345
			Registration	50
			DBS Checks	127
			Accountant	1,260
			Beaumont Recoveries	381
			Sum Up Fees	17
			Marketing and Sponsorship	180
				194
Core Activities	93,240	-	110,683	115,481
Fund Raising	1,408	1,363	Fund Raising	154
Donations		146	Equipment and Books	301
			Refurbishment / Garden	780
				4,852
Total	94,648	1,509	111,918	122,553
B/F Cash	70,451	76,936	C/F Cash	53,181
	165,099	78,445		165,099
				193,003

Analysis of surplus	2025	2024
	£	£
Santander Current Account	52,382	69,706
NatWest Current Account	445	445
Sum Up Account	200	200
Petty Cash	154	99
Total	53,181	70,451

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 2025.

SIGNED:

Paul Wareham

Oughtrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2025

Bank Reconciliation		£
Balance per Santander A/C statement		52,382
Balance per NatWest Current A/C statement		445
Balance per Sum Up Account statement		200
Balance in Petty Cash		154
Total		<u><u>53,181</u></u>
Add unpresented credits:		
	Value	
	£	
	-	
	-	
	-	
		-
Less unpresented cheques:		
Cheque No.	Value	
	£	
	-	
	-	
	-	
		-
As per accounts:		<u><u>53,181</u></u>

Oughtrington Pre-School
Income and Expenditure Account
for the Year Ended 31st August 2025

Creditors

There were no creditors

Debtors

There were no debtors

Provision

A provision of £30,000 is made for any future redundancies
A provision of £10,000 is made for Pre-School improvements
A provision of £7000 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 2025

Analysis of Sundries	£
Health & Safety	308
Office Supplies	241
Childrens Uniform	240
Building	188
Committee Gifts	144
Ancillary Craft Items	94
New Starter, Leavers & Christmas Gifts	61
Ancillary Kitchen Items	49
Batteries	7
	<u>1332</u>

Analysis of Fund Raising	Income £	Expenditure £
Misc Fundraising	104	59
Halloween Fundraising	134	
Christmas Fundraising	279	15
Easter Fundraising	721	16
Summer Fundraising	170	64
	<u>1,408</u>	<u>154</u>

0

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 2025, 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.

Signed: *Paul Wareham*

Name: Paul Wareham

Date: 30/03/2026

Relevant professional qualification or body: ACCA

Address: PS Accountants
5A Chruch Rd
Lymm
WA13 0QG