



Registered Charity 1038818.

## **Wembury Pre-School** **Trustee's Annual Report 2023/24**

**Name of Charity:** Wembury Pre-School

**Charity Registration Number:** 1038818

**Principle Address:** Allsorts Building  
Wembury Primary School  
Knighton Road  
Wembury  
Plymouth  
Devon  
PL9 0EB

### **Names of Charity Trustees (holding office between 18<sup>th</sup> October 2023 and 14<sup>th</sup> October 2024):**

Helen Withey (Chairperson)  
Erin Horrell (Secretary)  
Katy Duke (Treasurer)  
Justin Withey  
Polly Vinken-Kother  
Hannah Bradley

### **Trustees re-appointed on 14<sup>th</sup> October 2024:**

Helen Withey (Chairperson)  
Polly Vinken-Kother (Secretary)  
Olivia Wilson (Treasurer)  
Lauren Lodge  
Erin Loveridge  
Justin Withey

**Governing Documents:** Wembury Pre-School is governed by its policies, prospectus and the adoption annually of the Pre-School Learning Alliance Constitution 2011.

**Recruitment and Appointment of Trustees:** All members of the Pre-school are invited and encouraged on a regular basis to participate in the running of the Pre-school and to attend meetings. Trustees are elected for one year at the AGM, being unable to serve for more than six consecutive years.

**Objectives of Wembury Pre-School:** The aim of the pre-school is to enhance the development and education of children under statutory school age, by encouraging parents to provide for the needs of their children through a community group. We aim to provide high quality care and education; work in partnership with parents to help children learn and develop; add to the life and well-being of our local community; and offer children and their parents a service, which promotes equality and values diversity.

**Main Activities:** We provide care and education for young children, between the ages of 2 years 6 months and 4 years 11 months, in a safe and stimulating environment. We provide children with interesting activities that are right for their age and stage of development, and provide a curriculum for the Early Years Foundation Stage of education.

**Main Achievements during the Year:**

- Continued investment in new equipment and toys to meet our aims and objectives
- All children moving to primary school did so with a positive outlook on learning, and we received encouraging feedback on their progress
- Newly fenced in outside area
- Painting of inside of building
- New member of staff gained their NVQ2 qualification and has started their NVQ3

**Financial Position:**

The Financial Statements for year ended 31/08/24 (13-month period) show income of £125,153 and expenditure of £126,990 leading to a deficit for the year of £1,837. Retained funds at the year-end total £60,490 including £50,217 in a restricted funds account.

**Policy on Reserves:** A restricted reserve fund account is held to enable the Pre-School to maintain its sustainability in planning for the future, together with any possible staff redundancy payments and closure costs covering a six week period.

**Signed:** Helen Withey  
Chairperson

**Dated:** 04.02.25

**WEMBURY PRE-SCHOOL**

**ANNUAL ACCOUNTS**

**PERIOD ENDED 31<sup>st</sup> AUGUST 2024**



**Registered Charity 1038818.**

**WEMBURY PRE-SCHOOL**  
**ACCOUNTS FOR THE PERIOD ENDED 31ST AUGUST 2024**

**FUNDS STATEMENT**

**Funds as at 31st July 2023**

	£
Cash in hand	204.25
Current Account	11028.92
Deposit Account	51094.37

**Funds as at 31st August 2024**

	£
Cash in hand	374.74
Current Account	8026.47
Deposit Account	52088.85 (3)

**Deficit for Year** **1837.48**

**Total** £ 62,327.54

**Total** £ 62,327.54

**WEMBURY PRE-SCHOOL**

**ACCOUNTS FOR THE PERIOD ENDED 31ST AUGUST 2024**

**RECEIPTS AND PAYMENTS ACCOUNT**

<b>INCOME</b>	<b>£</b>		<b>EXPENDITURE</b>	<b>£</b>	
Fees Received	29418.39	(4)	Wages	100860.52	
Funded Fees Received	90455.22		NEST Pension - ER's Contribution	883.21	(9)
Pupil Premium Received	374.06	(5)	Staff Training/Travel	458.08	
General SEN Funding Received	1055.25		DBS Checks	0.00	
Individual SEN Funding Received	0.00		Staff Uniforms	55.20	
Individual DAF Funding Received	0.00		Rent	8734.00	
			Rates	454.09	
Fundraising (net):			Cleaning	2629.21	
Christmas Bazaar Raffle	945.63		Refuse Collection	809.17	
Nativity	14.50		Nappy Collection	241.63	
Summer Fair	118.00		Stationary/Admin/Post	570.36	
Easyfundraising.com	16.78		Magazine Subscriptions	66.96	
			Photocopier Costs	913.37	
School Lunch Tickets	247.66	(6)	Phone/Internet	1219.99	
			Insurance	1061.04	
Children's Uniforms	644.00	(7)	Website	120.00	
			Registrations:		
Bank Interest Rec'd Gross	994.48		- EYA Membership	122.00	
			- OFSTED	50.00	
Grants	869.00	(8)	- Data Protection (ICO)	40.00	
			- PRS Music License	162.02	
			- Lottery Registration	20.00	
			Equipment/Toys	1693.15	
			Consumables/Refreshments	2441.86	
			Childrens Gifts/Entertainers	302.00	
			Gifts	381.00	
			Repairs & Renewals	116.20	
			Forest School	1365.00	
			Plymouth Argyle Coaching	1100.00	
			Trip to Church	9.60	
			Sum Up Fees	28.77	
			Bank Charges	82.02	
<b>Deficit for Year</b>	<b>1,837.48</b>				
<b>Total</b>	<b>£126,990.45</b>		<b>Total</b>	<b>£126,990.45</b>	

## WEMBURY PRE-SCHOOL

### NOTES TO ACCOUNTS – PERIOD ENDED 31<sup>st</sup> AUGUST 2023 (13-month period)

1. Please note that these accounts are prepared on a **Receipts and Payments** Basis.
2. These accounts cover a 13-month period and our financial year end has changed this year from 31<sup>st</sup> July to 31<sup>st</sup> August. This was agreed by the Committee.
3. The **Deposit Account** includes:
  - £40,000 Redundancy/Running Costs (RESTRICTED)
  - £4,758 Coop Grant (RESTRICTED)
  - £500 WCEF Grant (RESTRICTED)
  - £4,289 SEN and Deprivation Allocation (RESTRICTED)
  - £619 Pupil Premium (RESTRICTED)
  - £51 DAF (RESTRICTED)
  - Other funds £1871 (NOT RESTRICTED)
4. **Fees**

Fees outstanding at the year-end total £955.
5. **Pupil Premium**

**£212.09** has been spent as follows:

  - Equipment £170.09
  - Extra Sessions/Fees £42.00
6. **School Lunch Tickets**

This is money received from the sale of lunch tickets which have not yet been used or paid to the school (£212.52 is outstanding from the Autumn Term 2023).
7. **Children's Uniforms**

Uniforms were received in advance of payment. The amount of £314 is owing at the year-end.
8. **Grants and Donations received:**
  - £500.00 DCC Expansion Grant
  - £250.00 Wembury Sponsored Walk Donation
  - £119.00 Mr. A Wood

9. **NEST Pension**

A payment of £171.99 re August was paid out after the year end

10. **Rent**

£5000 outstanding Rent was paid for 2022/23 (prior year) in this year as we did not receive the invoice until March 2023.

11. **Refuse**

£491.84 refuse payment relates to 2024/25 but due to the change of year end was included in this year.

12. **Deficit**

If the accounts had been prepared on a Cash Basis – if we allocated the £5000 rent payment, £955 unpaid fees, £492 refuse payment, £314 re uniforms and £212 unpaid lunch tickets to the years they corresponded to then the accounts this year would show an excess of £4,084.

## **Independent examiner's report to the trustees of Wembury Pre-School**

I report on the accounts of the charity for the 13 month period ended 31 August 2024.

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

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state 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 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 you as 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 next statement.

### **Independent examiners 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 130 of the 2011 Act and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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



Richard Brown BA ACA CTA

77 Mewstone Avenue, Wembury, PL9 0HU

16 January 2025