

Annual Trustees Report - Review of Academic Year 2022 - 2023

Autumn Term 2022

We began the new academic year with a total of 30 children registered, this included a proportion of both funded and fee paying children. We made the decision to increase our early drop off fee from £2.35 to £3 per day and keep our session rates the same for this academic year, in order to remain competitive with other local settings/providers.

Having previously obtained a grant from COOP to fund new flooring, with this option no longer viable due to restrictions with our building/landlord, we obtained permission to use this funding to instead purchase new ICT equipment in the form of a new laptop, mobile phone and ICT resources for our children.

We gained a new staff member during this half term, with the view to strengthen our staff team in preparation for the manager's upcoming planned early retirement later in the year.

During this half term, we managed to fundraise £44 during our Halloween fun week and a combined total of £439.77 was further raised by holding a xmas party, xmas raffle, xmas concert and sending out 'santa letters'. We also received a £500 grant from Asda.

During this half term, we had some discussions surrounding the possibility of changing pre-school to a CIO. We looked into the pro's and con's of doing so alongside our chairperson, it was decided that for now we would remain as we are but recognised this as an option if needed to secure our future financial stability.

Spring term 2023

During the spring term we held a cake sale which generated £56.00, a 'teddy bear picnic' which made us £22 and also held an Easter raffle and party which amounted to a further £296 in fundraising.

We held parent consultations during the Spring term and also decided to run a play day during the half term, in order to increase our community presence and we made £26 by charging a small fee to attendees.

We had a change of management in this term, with our current manager taking early retirement. This term saw us enter a period of adjustment and change, with an aim to keep pre-school doors open and improve our financial viability.

Summer term 2023

With our aim being to improve our financial viability, we recognised the need for us to increase the number of children attending our setting. We continued to attend regular community network meetings to broaden our community links and they assisted us by providing a grant of £102.24 to facilitate our 'messy play' sessions we planned to hold during half term breaks. We used this funding to purchase the resources needed to run these sessions and we advertised them to the local community.

To celebrate the King's coronation, we held a coronation fundraising week which generated £72 for pre-school, we decorated crown's, wore red, white and blue clothing and sold sweet cups at the end of session. In terms of fundraising we also held our annual sponsored bounce, making us £548!

We also attended a community fun day and had a stall at a local carnival, hoping to generate interest in our pre-school and advertise our services. We made a profit of £174.70 from the carnival from running a tombola and charging a small fee for children to play/access our activities.

As our last fundraising endeavour of the academic year, we held a virtual summer raffle, this generated £265.

We ended the summer term with 28 children registered, with 13 of these children leaving us to join primary school.

Our aim for the upcoming academic year is to remain financially viable and continue to have a strong community presence. After a year of much change and adjustment, we aim to continue to become the strongest team we can and to provide the best opportunities and experiences for our children.

FULL YEAR						
1/8/22 - 31/7/23						
Receipts			Payments			
DCC Funding	65450.96		Wages	77945.94		
Fees	24073.35		HMRC Tax &	7582.80		
Essential Supplies			NEST Pensio	7103.4		
Donations			Rent	6500.00		
Cake Sales			Refreshments			
			Cleaning Materials			
Fundraising	3242.19		Creative Resources			
Erewhash Borough Grant			Stationery			
Amazon Smile			Toys	2426.59		
Easy Fundraising			Phone	70.00		
Just Giving - Crowdfunder			Internet	620.76		
			Photocopier	390.00		
Parent & Toddler			Refuse collec	406.38		
			Ofsted Annu	35.00		
Cleaning-sco	873.00		Text 2 paren	234.00		
			PLA Insuranc	1378.59		
			Lotteries Lic	20.00		
			Weekly shop	412.13		
			Tapestry Re	235.20		
			Pest Control	120.00		
			Outdoor Resources & Maintenance			
General Expenses			General Exp	1157.26		
Uniform Sale	490.00		Uniform Stoc	617.66		
Xmas Art - All My Own Work			ICO	35.00		
Party Weeks			Party Weeks			
Xmas Play			Xmas Play			
Xmas Party			Xmas Party			
Xmas Fair			Xmas Fair			
Summer Fair			Summer Fair			
Easter Eggstravaganza			Easter Eggstravaganza			
Santa Letter			Fees refund	93.00		
			Citron Hygie	179.86		
Halloween Week			Halloween Week			
Long Eaton Carnival			Long Eaton C	28.80		
Bank Interes	374.29		Bank Charge	65.00		
	###			###		
Opening Accounts			Closing Accounts			
CAF A/C	£7,724.14		CAF A/C	£2,570.23		
CAF Saving A	£41,297.61		CAF Saving A	£33,316.73		
Cash	£191.86		Cash	£173.07		
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I have prepared the above accounts from the books, bank statements and information available to me. These are correct and in accordance herewith.						
Nikki Vincent						
31st August 2023						

Independent Examiner's report to the Trustees of Springfield Pre-School

I report on the accounts of the trust for the year ended 31st July 2023, set out on the enclosed pages.

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 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 130 of the 2011 Act and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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: Helen Peberdy

(Relevant Professional Qualification or Body if any): AAT Level 2

Address: 12 Vine Crescent
Sandiacre, NG10 5B2

Date: 25.3.24

Signed: H. Peberdy