

Scotby Pre-School

Chairpersons report September 21 – September 22

Chairperson – Frances Boyer

Treasurer – Sarah Smith

Secretary – Andrea Clarke

Main Objectives: 2021-2022

- New committee members to be elected and registered with OFSTED
- DBS checks to be completed online for new members and EY2 forms to be completed
- Ensure all insurances are up to date
- To ensure all new committee members are clear about their role of 'Charitable trustees' and their legal responsibilities and that a clear informative handover is given to the new committee
- To organise a calendar of events for the upcoming year
- To organise and deliver fundraising events as a committee
- To identify the needs of the Preschool in relation to resources and equipment
- To access sources of funding and grants and ensure the paperwork is completed and submitted
- To ensure that any funding received is used appropriately
- To ensure financial updates are given at committee meetings and that all members are informed that they share equal responsibility for monitoring
- To review and provide staff contracts and working policies

Further Recommendations

- Continue to support communications between parents and Preschool including social media and other online resources
- To ensure the happiness of all staff in the Preschool
- To encourage parental involvement and support in the Preschool (fundraising and other events)
- To continue to support and monitor the staff – children ratio in accordance to occupancy figures.

Actions taken 2021-2022

- New committee members submitted paperwork for DBS which took a long time to process.
- A number of fundraising events were held throughout the year, including the annual Toddle round the park, a Jubilee trail Trail and funday at the park in the village and we also held a quiz night and santa trail.
- We had to take on more staff to future proof the setting for sickness/isolation cover and we also had another child start who needed 1-2-1 care. Plus we were busier that ever with lots of children starting in the September.
- Staff wages increased in April 2021 in line with the increase to National living wage.

I would like to thank all of the Committee and staff for their hard work and commitment during the last academic year.

Scotby Pre-School

Treasurers Report September 2021 – August 2022

Community Account –	Opening balance – £17985.02
	Closing balance – £17845.76
Saving Account -	Opening balance – £11089.28
	Closing balance – £11090.96

This year we are open as normal and actually very busy. We took on a 2 new member of staff to fill Janes position and an additional one to cover another child with 1:2:1 needs. We had to employ someone else to take on this role and to futureproof the preschool to be able to cover sickness and any isolation time needed .

As you can see our savings account is the same as last year and our community account is showing a healthy balance. This is held for any redundancies we may need to pay out.

We have worked hard on our fundraising events and the committee have worked hard to pull off some fundraisers even though we have been in the pandemic.

We ran a Santa trail that raised £350

We moved our sponsored walk to later in the year because of the jubilee so that will be in next years money.

We also changed the Scarecrow trail in the village to the Jubilee trail for this year, which was not as successful but along with the jubilee funday we raised £650

The February quiz night raised.....£700

There was a lot of out lay for these events but we used them as community get togethers after the last few years of lockdown. Also any money was put straight back into resources for the children.

The end of term trip was back on at Dalscone farm Park, we needed 2 busses and covered the cost of the children costing £540

Staffing costs increased by 6.6% due to the living wage increase in April


Hall fees were £ 4158 which is a huge increase due to the hall committee putting up the costs to cover the increasing fuel costs

We spent £4000 on equipment as we really needed to update most of our equipment and resource and also get some sensory equipment for some children with EHCPs

We refurbished and extended the outdoor area to enhance the preschool for 7K but then had the outdoor roof repaired due to storm damage which cost 3.5K but it is a much more robust polycarbon roof this time.

Scotby Pre School Playgroup
Receipts and Payments Accounts for the year
1 September 2021 to 31 August 2022


	2022	2021
Receipts		
Fees	20,109.74	11,791.00
Cumbria County Council	70,179.37	56,396.10
Trips	329.96	-
Fundraising	1,638.50	2,036.85
Bank Interest	1.68	-
Donations	-	2,962.03
	92,259.25	73,185.98
Payments		
Staff costs	68,029.63	57,640.85
Insurance	635.56	-
Rent	4,158.00	1,648.50
Administration	1,164.45	120.85
Fundraising Events Costs	1,258.84	-
Trips/ Visits	1,532.50	-
Equipment	4,075.92	1,471.75
Repairs & Building	10,237.00	80.00
Sundries	719.31	2,787.28
Consumables	585.62	144.03
Petty Cash	-	100.00
	92,396.83	63,993.26
Surplus/(Deficit) for year	(137.58)	9,192.72
Opening balances as at 1 September 2021		
Current Account	17,985.02	8,794.67
Savings Account	11,089.28	11,086.91
	29,074.30	19,881.58
	28,936.72	29,074.30
Closing balances as at 31 August 2022		
Current Account	17,845.76	17,985.02
Savings Account	11,090.96	11,089.28
	28,936.72	29,074.30
	28,936.72	29,074.30



Sarah Smith
 Treasurer

01 May 2023

Having examined the books and records of Scotby Pre-School and having received explanations and information required I certify these Annual Financial Statements to be in accordance there with.



Stuart Bell ACA
 Independent Examiner

23 May 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Charity Name

SCOTBY PRE SCHOOL

On accounts for the year
ended

31 AUGUST 2023

Charity no.:

1043062

Company no.:

Set out on pages

ALL

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the charity trustees on my examination of the accounts of the Company for the year ended DD / MM / YYYY.

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent
examiner's statement

[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed: Stuart Bell Date:

Name: STUART BELL

Relevant professional qualification(s) or body (if any): ACA

Address: CLINT MILL, CORNMARKEET, PENRITH, CUMBRIA,
CA11 7HW

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A