

Scotby Pre-School

Chairpersons report September 22 – September 23

Chairperson – Jen Bragg

Treasurer – Sarah Smith

Secretary – Rachel Doherty

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 2022-2023

- 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 Boogie Bingo and a Bonus Ball x2 and santa trail.
- 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 2022 – August 2023

Community Account –	Opening balance – £17845.76
	Closing balance – £12501.45
Saving Account -	Opening balance – £11090.76
	Closing balance – £11137.52

This year we are open as normal and actually very busy. We still had a 1:2:1 child with funding to look after and also another child with additional needs whom we were supporting whilst she we applied for an EHCP for her.

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 had more children in but they have not been utilising all of their funded hours so not taken in is much money through funding and fees.

We have worked hard on our fundraising events and the committee have worked hard to pull off some fundraisers events

We ran a Santa trail that raised £350

Our sponsored walk, Bingo and Bonus ball events were very successful.

The scarecrow trail was back to normal but due to bad weather, it wasn't quite as busy as usual

The Bonus Ball generates £600 for us for very little outlay.

All monies go back into the preschool for equipment, resources and trips 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 9.7% due to the living wage increase in April

Hall fees were up by £10k which is a huge increase due to the hall committee reviewing their costs and refurbishing the hall.

We spent £3.5k 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

Scotby Pre School Playgroup
Receipts and Payments Accounts for the year
1 September 2022 to 31 August 2023

	2023	2022
Income		
Bank Interest	46.56	1.68
Cumberland Council	69,948.62	70,179.37
Fees	16,139.75	20,109.74
Fundraising	4,874.51	1,638.50
Trips	517.96	329.96
Other Income	250.00	0.00
Total Income	£ 91,777.40	£ 92,259.25
Expenses		
Administration	1,042.19	1,164.45
Consumables	126.27	585.62
Equipment & Resources	3,627.74	4,075.92
Fundraising costs	1,433.21	1,258.84
Insurance	808.82	635.56
Rent	9,910.25	4,158.00
Staff Costs	78,066.70	68,029.63
Sundries	824.77	719.31
Trips & Visits	1,235.00	1,532.50
Building / Repairs	0.00	10,237.00
Total Expenses	£ 97,074.95	£ 92,396.83
Surplus / (Deficit) for the year	(£5,297.55)	(£137.58)
Opening balances as at 1 September 2022		
Current Account	17,845.76	17,985.02
Savings Account	11,090.76	11,089.28
	£ 28,936.52	£ 29,074.30
	£ 23,638.97	£ 28,936.72
Closing balances as at 31 August 2023		
Current Account	12,501.45	17,845.76
Savings Account	11,137.52	11,090.76
	£ 23,638.97	£ 28,936.52



Sarah Smith

Treasurer

15 May 2024

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

12 June 2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
SCOTBY PRE-SCHOOL

On accounts for the year
ended

31 AUGUST 2023

Charity no
(if any)

1043062

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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: 12/6/24

Name: STUART BELL

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

ACA

Address:

CLINT MILL, COWMARKET, PENRITH, CUMBRIA,
CA11 7HW

Only complete if the examiner needs to highlight 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