

## **Trustee Annual Report for Swallow Risers Preschool and Out of School Club**

### **Year Ended 31st March 2023**

#### **Introduction:**

Swallow Risers remains a thriving establishment, serving the Walderslade community in Chatham Kent as a preschool, breakfast club, and after-school club. The year ending 31st March 2023 has seen positive developments in various aspects of our operation.

#### **Financial Overview:**

Despite facing financial challenges due to the increase in the minimum wage, Swallow Risers has maintained a positive financial trajectory. The payroll budget experienced a £12,000 increase, approximately £1000 per month. However, this did not impede our ability to invest in essential maintenance and improvements.

#### **Stability in Staffing and Positive Intake:**

We are pleased to report that our staffing remains stable, contributing to the positive learning environment for the children. The intake numbers for the year have been encouraging, reflecting the trust and satisfaction of parents in our services.

#### **Funding Streams:**

Swallow Risers relies on voucher funding for preschool children and parental fees for the after-school and breakfast clubs. These funding streams have sustained the financial health of the setting, allowing us to fulfil our commitment to quality care and education.

#### **Infrastructure and Outdoor Enhancements:**

The financial success of 2022/23 has enabled us to undertake essential maintenance projects. We have enhanced our outdoor play area, installed new sheds, and landscaped the surroundings. This investment provides a safer and more enjoyable environment for children to engage in outdoor activities.

#### **Exploration Opportunities:**

Situated within the grounds of a primary school, Swallow Risers offers children the opportunity to explore a wooded secure area beyond the setting's fencing. Looking ahead, there are plans to consider the introduction of a forest school, utilising this wooded space for enriching learning experiences.

#### **Future Plans and Anticipated Building Structure Work:**

As we look to the future, plans include the possible introduction of a forest school and ongoing essential maintenance. In the coming financial year (2023/24/25), structural work is anticipated for our building. This will be scheduled during the summer holidays, ensuring minimal disruption to our regular operations.

#### **Conclusion:**

In summary, Swallow Risers continues to flourish under the dedicated management of the trustees and setting manager. Our collective focus on safety and well-being, both for staff and children, remains paramount. As we anticipate the challenges and opportunities of the next financial year, we aim to build upon the success of the past year, fostering a nurturing environment for all involved. We extend our gratitude to the community for their ongoing support.

# Swallow Risers

## Accounts

### 2022/2023

**SWALLOW RISERS****BANK RECONCILIATION FOR YEAR ENDED 31/03/23****Opening Bank Balances**

Current Account	7248.67
less o/s cheques	0.00
Fund Raising Account	0.02
Reserves Account	5276.08
Deposit Account	0.00
Balance	<b>12524.77</b>

+ income	198358.38
- expenditure	-183009.85
Reserves a/c transactions	5021.65
Deposit a/c transactions	0.00
Fundraising a/c transactions	0.00

<b><u>Balance</u></b>	<b><u>32894.95</u></b>
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**Bank Reconciliation**

Current Account - closing	22597.20
less o/s cheques	0.00
Fund Raising Account - closing	0.02
Reserves Account - closing	10297.73
Deposit Account - closing	0.00

<b><u>Balance</u></b>	<b><u>32894.95</u></b>
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<b><i>Difference</i></b>	<b><i>0.00</i></b>
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**SWALLOW RISERS**

**INCOME AND EXPENDITURE ACCOUNT**

**FOR YEAR ENDED 31ST MARCH 2023**

	<b><u>Year ended</u></b> <b><u>31st March 2023</u></b>		<b><u>Year ended</u></b> <b><u>31st March 2022</u></b>	
	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
<b><u>INCOME</u></b>				
Fees		198358.38		152729.62
Grants		0.00		0.00
Other Income		0.00		0.00
Reserves A/c		21.54		0.75
Deposit A/c		0.00		0.00
Fundraising A/c		0.06		0.06
<b><u>Total Income</u></b>		<b><u>198,379.98</u></b>		<b><u>152,730.43</u></b>
<b><u>EXPENDITURE</u></b>				
Staff Salaries	131,170.55		115,081.21	
Overheads	14,108.26		14,499.90	
Supplies & Services	27,282.42		24,237.57	
Maintenance	2,634.08		10,413.50	
Miscellaneous	2,814.54		1,154.75	
Other AC expenditure	0.00		0.00	
<b><u>Total Expenditure</u></b>		<b><u>178,009.85</u></b>		<b><u>165,386.93</u></b>
<b><u>SURPLUS/-DEFICIT</u></b>		<b><u>20,370.13</u></b>		<b><u>-12,656.50</u></b>

**SWALLOW RISERS PLAYGROUP & OUT OF SCHOOL CLUB**

**BALANCE SHEET**

**FOR YEAR ENDED 31ST MARCH 2023**

	<u>AS AT 31/03/23</u>		<u>AS AT 31/03/22</u>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b><u>LONG TERM ASSETS</u></b>				
Investments	0.00		0.00	
Long term Debts	<u>0.00</u>		<u>0.00</u>	
		0.00		0.00
<b><u>CURRENT ASSETS</u></b>				
Stocks & Shares	0.00		0.00	
Debtors	0.00		0.00	
Temporary Lendings	0.00		0.00	
Petty Cash	0.00		0.00	
Payments in Advance	0.00		0.00	
	<u>32,894.9</u>			
Cash in Hand	<u>5</u>		<u>12,524.77</u>	
	<b>32,894.9</b>			
	<b>5</b>		<b>12,524.77</b>	
<b><u>CURRENT LIABILITIES</u></b>				
Creditors/adj	0.00		0.00	
Temporary Loans	0.00		0.00	
Bank Overdraft	<u>0.00</u>		<u>0.00</u>	
	<b>0.00</b>		<b>0.00</b>	
		<u>32,894.9</u>		
<b><u>Current Assets less Liabilities</u></b>		<u>5</u>		<u>12,524.77</u>
		<b>32,894.9</b>		
		<b>5</b>		<b>12,524.77</b>
<b><u>REPRESENTED BY:</u></b>				
	12,524.7			
General Fund	7		25,181.27	
	<u>20,370.1</u>			
Surplus-Deficit for Year	<u>3</u>		<u>-12,656.50</u>	
	<b>32,894.9</b>			
	<b>0</b>		<b>12,524.77</b>	

The above statement represents fairly the financial position of Swallow Risers as at 31st March 2023 and reflects its income and expenditure during the year.

E Signed: S Babington

Dated:  
05/11/23



# MARTIN THOMAS & CO

Incorporating HELPING HAND SERVICES

3 Woodstock Road, Sittingbourne, Kent ME10 4HH.  
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## **SWALLOW RISERS PLAYGROUP AND OUT OF SCHOOL CLUB**

### **INDEPENDENT EXAMINER'S REPORT**

I am reporting to the Trustees of Swallow Risers Playgroup and Out of School Club on the accounts for the year ended 31 March 2023, as set out on the attached pages. Respective Responsibilities of Trustees and Examiner.

The charity's trustees consider that an audit is not required for this year under Section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility;

- to examine the accounts (under section 43 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the Act), and
- to state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's report**

My examination was carried out in accordance with General Directions given by the Charity Commissioners. The 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 the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

#### **Independent Examiner's statement**

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that;
  - Proper accounting records are kept (in accordance with section 41 of the Act); and
  - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act.
2. To which, in my opinion, attention should be drawn in order to obtain a proper understanding of the accounts to be reached.

Signed



Date 23 December 2023

Proprietor: Martin Thomas E Mail: [martin@martinthomasaccountant.co.uk](mailto:martin@martinthomasaccountant.co.uk)

Accounts, Taxation, Computers, Payroll & Management Consultancy

**SWALLOW RISERS PLAYGROUP & OUT OF SCHOOL CLUB**

**BALANCE SHEET**

**FOR YEAR ENDED 31ST MARCH 2023**

	<u>AS AT 31/03/23</u>		<u>AS AT 31/03/22</u>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b><u>LONG TERM ASSETS</u></b>				
Investments	0.00		0.00	
Long term Debts	<u>0.00</u>		<u>0.00</u>	
		0.00		0.00
<b><u>CURRENT ASSETS</u></b>				
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<b><u>Current Assets less Liabilities</u></b>		<u>32,894.95</u>		<u>12,524.77</u>
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<b><u>REPRESENTED BY:</u></b>				
General Fund	12,524.77		25,181.27	
Surplus-Deficit for Year	<u>20,370.13</u>		<u>-12,656.50</u>	
		<b><u>32,894.90</u></b>		<b><u>12,524.77</u></b>

The above statement represents fairly the financial position of Swallow Risers as at 31st March 2023 and reflects its income and expenditure during the year.

E Signed ~~AS~~ Babington

Dated: 05/11/23



swallows income - expenditure as at 31-03-23

**SWALLOW RISERS**

**INCOME AND EXPENDITURE ACCOUNT**

**FOR YEAR ENDED 31ST MARCH 2023**

	<u>Year ended</u> <u>31st March 2023</u>		<u>Year ended</u> <u>31st March 2022</u>	
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Internal Transfer of £5000 deducted from a/c