

## **Trustees Annual Report for the period : 1st August 2022 to 31st July 2023**

### **PK Preschool**

**Charity number : 1048334**

**Jubilee Hut, Whitmore Vale Road, Hindhead Surrey GU26 6LU**

**Tel No: 01428 602970**

#### **Trustees:**

Erika Hughes (Sec)

Richard Lyon (Treasurer)

Carol Houghton (Nursery Manager)

Laura Parker (Chair)

Claire Jenkins

Stephanie Owen (Vice Chair)

Kelly Mowatt

Andy Copeland

Laura Nicholls

Rachel James

Rachel North

Emma Reeves

#### **Structure, Governance and Management.**

Pk Preschool is run under the Preschool Learning Alliance model 'preschool constitution 2011'

The committee is voted on at the AGM each year and all members are registered as trustees.

The organisational structure of the charity is divided into 3 sub-committees in which the members of the committee will sit on at least one of these:

1. Finance/ Staffing and Resources
2. Fundraising
3. Quality of Learning

The members of staff during this period were Carol Houghton, Diane Husband, Julie Oliver, Anne Aitken, Cheryl Stafford-Jones, Jackie Aldridge and Alison Foulds.

#### **Our Objectives and Activities**

It is our policy to afford and provide children with a safe and stimulating environment at PKs. whilst in our setting the children are treated with patience, kindness and courtesy. Each child's individuality will be respected and cherished.

We provide age appropriate play activities for the children in our care to promote, achieve and progress in their age and stage of development in all areas within the Early Years Foundation Stage curriculum. It is our aim that children will learn that acquiring skills and knowledge is fun. It is our policy to do this in close conjunction with parents and carers who are a welcome, necessary and integral part of our group.

#### **Achievements and Performance**

We have successfully transitioned 24 leavers to 3 different schools in July 2023

# PK Pre-School Accounts 2022-2023

		Year ending 31-Jul-22 £	Year ending 31-Jul-23 £
<b>Receipts</b>			
Fees - funded	48486		75051
- non funded	32626	81112	17192
			92243
Fundraising		8819	6925
Donations		2137	6355
Grants - Local Govt		135	3784
Bank Interest		285	496
<b>Total Receipts</b>		<b>92488</b>	<b>109803</b>
<b>Payments</b>			
Employment costs	79459		80820
Rent	0		2353
Insurance, Registrations, Subs	917		838
Equipment & Materials	3775		4283
Repairs & Maintenance	0		8055
IT	53		813
Bank Charges	173		107
Fundraising expenses	1775		1732
Training	169		81
First Aid & Cleaning	507		1459
Communications	839		909
Activities	16		70
Misc small expenses	545		293
<b>Total Payments</b>		<b>88228</b>	<b>101813</b>

	As at 31-Jul-22 £		As at 31-Jul-23 £	
Assets				
Cash funds - Bank current a/c	38336		25838	
- Bank savings a/c	0	38336	20000	45838
Investments - Mature June 2023		30285		
Investments - Mature June 2024				30773
Total Assets		68621		76611
Liabilities				
Rent Due		4000		1200
HMRC Tax and NI		0		0
Total Liabilities		4000		1200
NET ASSETS		64621		75411

### Notes to Accounts

Statement of assets and liabilities

Funds held with a maturity in excess of 3 months are reported as investments

A liability of an estimated £1200 is recorded to cover current first half year rent due but not invoiced.





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Report to the trustees

Charity Name: PK PRE-SCHOOL

31 JULY 2023

On accounts for the year  
ended

Charity no  
(if any)

1048334

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

Responsibilities and basis  
of report

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

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's  
statement

[The charity'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 in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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:

Date: 29 SEPTEMBER 2023

Name:

P L Y O W

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



Address:	Venwood
	Cypress Way
	Grayshott
	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.	



## **Financial Review 2022/3**

During the financial year, PK School generated receipts of £109,800 and with payments of £101,800 cash held increased by £8000 to £76,600. A liability of £1200 has been raised in the balance sheet to reflect an estimate of rent due but still to be invoiced by the landlord.

Fee income increased by £11,100 (13.7%) on the previous year to £92,200, although there was a significant change in the mix of HCC funded to private fees, the former increasing from 60% in 2021/2 to 81% in 2022/3. A changing mix of funded and private fees is to be expected and reflects the age profile, intake and progression of children through the school.

Net Fundraising and donations totalled £11,500 and continue to form a critical part of School income. The commitment and generosity of parents and supporters allow the school to operate at around break-even levels and fund expenditure on equipment and materials.

Employment costs totalled £80,800, 79% of total expenditure. These costs rose only slightly on the previous year and increases in wage rates were broadly counterbalanced by the salaried head taking on additional direct teaching hours. Essential maintenance of facilities was undertaken during the year, approximately 50% of which was covered by a local government grant to our landlord and subsequently transferred to PK as tenant.

As at the end of the financial year, 31 July 2023, total assets of PK were £76,600, £25,800 of which is accessible instantly, £20,000 within 32 days and £30,800 in a 1-year fixed investment maturing in June 2024.

In summary, School reserves remain healthy. Future performance will be dependent upon the relative changes in hourly fee rates from Hampshire County Council, statutory wage rates and any changes to the VAT regime on private school fees.