

ELM ROAD PRE-SCHOOL PLAYGROUP
COMMITTEE MEETING - 21 JANUARY 2025

Present: Jill Weal
Jo Cook
Janine Brickles
Hayley White

Apologies: Katie Burge-Jones
Katie Saatchi

MATTERS ARISING:

Discussed that we have no need to replace Nash at present. Still in Ratio.

Isobel Parker now officially no longer on the committee.

FINANCE:

Fundraiser for Christmas went well (party and hot chocolate/sing-a-long morning raised £100. Used to purchase new gazebo cover and new trampoline.

Jill & Jo to have small pay increase in line with the national minimum wage increase in April 2025.

Wages per hour as follows:

Jill £15 ph

Jo £12.50 ph

Janine £12.21 ph

Hayley £12.21 ph

A.O.B

Date of next meeting: June 2025

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Present: Jill Weal
Jo Cook
Janine Brickles
Hayley White

Apologies: Katie Burge-Jones
Katie Saatchi

MATTERS ARISING:

- Katie Saatchi officially becoming 'registered person' for OFSTED purposes and a new DBS and paperwork has been sent off and waiting for it to come back.
- Numbers still ok for staff ratios (4 members of staff).
- Janine has now completed her Level 3 in Childcare and waiting for her certificate to come.
- ALL STAFF completed Paediatric First Aid (3 Years), Safeguarding (2 Years) and Food Handling (3 Years).
- Safer Recruitment required - Jill & Jo attended a course.
- Changes to the EYFS noted and implemented ready for September 2025.
- Not taking part in Gatley Festival 2025 - cost too much once staff overtime has been paid.

FINANCE:

[Foxland Financial](#) now doing the PAYROLL - wages calculations/Tax/Pension and charging £100 a month.

A.O.B

Date of next meeting: January 2026



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of	Elm Road Pre-School		
On accounts for the year ended	31/08/2025	Charity no (if any)	1048502
Set out on pages	11-12		

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

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

Signed:	<i>A. Kilmister</i>	Date:	11/12/25
Name:	Mr Andrew John Kilmister		
Relevant professional qualification(s) or body (if any):	CIMA		

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Address:	18 Highcrest Avenue
	Gatley, Cheadle
	Cheshire. SK8 4HD

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.