

CHIPSTEAD PRE-SCHOOL

England & Wales - Charity number 1055601

Details

Status Registered

Legal form Other

Registered 1996-05-23

Register [View on the Charity Commission register](#)

Contact

Address 74 Eldon Road
Caterham
CR3 5JR

Phone 01883335948

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Website www.chipsteadpreschool.org

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS.

Activities: We offer pre-school education to children in the local area.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** CHIPSTEAD
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£104,905	£154,786	-	-
2024-08-31	£91,266	£103,461	-	-
2023-08-31	£95,487	£83,690	-	-
2022-08-31	£86,105	£85,016	-	-
2021-08-31	£83,732	£84,675	-	-

Trustees

Name	Role	Appointed
Katie Lillian Burrows	Chair	2022-12-08
Kerry Barrett		2022-12-08
Rose Page		2022-12-08
Sean Clare		2023-12-05
Stephanie O'Shea		2022-12-08

CHIPSTEAD PRE-SCHOOL

England & Wales - Charity number 1055601

Accounts



Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	09	2024	To	31	08	2025

Section A Reference and administration details

Charity name

Chipstead Pre School

Other names charity is known by

Registered charity number (if any)

1055601

Charity's principal address

Peter Aubertin Hall
Elmore Road
Chipstead, Surrey
Postcode CR5 2SE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Katie Burrows	Chairperson		Pre School committee
2	Sean Clare	Treasurer		
3	Chanelle Kesta	Secretary		
4	Samantha Rogers	Committee Officer		
5	Rose Page	Fundraising		
6	Steph O'Shea	Fundraising		
7	Kerry Barrett	Fundraising		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre School Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by majority committee vote

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide local parents with high quality, affordable and flexible childcare. To encourage each child to be an individual, within a safe, supportive and stimulating environment.

As a long established local pre school, we have been of benefit to local families, providing a warm and welcoming setting for both parent and child.

The pre school is committed to safeguarding and promoting the welfare of children and expects all staff, committee members and volunteers to share this commitment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The pre school held an open morning and invited all local families to attend.

We aim to keep costs as low as possible and one way this is achieved is through fundraising. We hold Christmas and Easter raffles, a tombola at the Flower Show and a sponsored obstacle course day for the children.

Following the resignation of the Pre School Supervisor and Deputy in July 2025, the school was unable to attract any suitable candidates to take on the role in September 2025.

The difficult decision was therefore taken to close down the pre school permanently. All the equipment was given away for donations to other local like minded establishments.

The residue of the bank accounts is in the process of being given to another local charity pre school.

The trustees will then close down the charity.

Section E Financial review

Brief statement of the charity's policy on reserves

The reserve account contained enough to pay staff redundancy. This was utilised in August 2025 as the school permanently closed and the staff were all made redundant.
The reserve is able to cover fees for a hardship fund, children with special educational needs and one to one supervision.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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Section F Other optional information

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Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Katie Burrows	
Full name(s)	Katie Burrows	
Position (eg Secretary, Chair, etc)	Current Chair	
Date	08/12/2025	

CHIPSTEAD PRE-SCHOOL PLAYGROUP

BALANCE SHEET AS AT 30 SEPTEMBER 2025

	2025	2025	2024	2024
	£	£	£	£
FIXED ASSETS				
Equipment, at net book value		-		125
CURRENT ASSETS				
Bank - CAF Current account	14,760		33,436	
Bank - CAF Gold account	-		31,430	
Other debtors	-		-	
	<u>14,760</u>		<u>64,865</u>	
CURRENT LIABILITIES				
Creditors and accruals	200		549	
	<u>200</u>		<u>549</u>	
		<u>14,560</u>		<u>64,316</u>
NET ASSETS		<u>14,561</u>		<u>64,442</u>

Represented By:

ACCUMULATED FUND

Surplus brought forward	64,442	76,224
Deficit for the period	<u>(49,881)</u>	<u>(11,782)</u>
Surplus carried forward	<u>14,561</u>	<u>64,442</u>

Approved

_____ Katie Burrows
Chairperson

_____ Samantha Rogers
Administrator

Date

CHIPSTEAD PRE-SCHOOL PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT
PERIOD ENDED 30 SEPTEMBER 2025

	2025	2025	2024	2024
	£	£	£	£
<u>Income</u>				
Fees				
Direct	24,266		12,394	
Surrey County Council Fees	<u>78,020</u>		<u>75,671</u>	
		102,286		88,065
Fundraising				
Raffle	797		631	
Obstacle Course	160		560	
Photographs	120		314	
Sweatshirts	456		539	
Other	<u>25</u>		<u>374</u>	
		1,558		2,418
Other Income				
Interest	1,061		863	
Other income	<u>-</u>		<u>400</u>	
		1,061		1,263
TOTAL INCOME		<u>104,905</u>		<u>91,746</u>
<u>Expenditure</u>				
Operational Costs				
Salaries	137,254		83,874	
Pension Costs	3,032		2,790	
Fees	674		172	
Rent	7,845		7,845	
Equipment	552		2,039	
Fencing Repairs	-		560	
Insurance	776		763	
Training	158		235	
Consumables	647		608	
Food Vouchers	-		195	
Stationery	383		1,036	
Depreciation	-		42	
Profit on disposal of equipment	(915)		-	
Petty Cash - Consumables	2,020		796	
Advert	83		192	
Bank Charges	65		61	
Accountancy	814		316	
Telephone	118		116	
Skip hire	282		-	
Other	<u>321</u>		<u>426</u>	
		154,109		102,066
Fundraising				
Sweatshirts	273		648	
Other	<u>404</u>		<u>814</u>	
		677		1,462
TOTAL EXPENDITURE		<u>154,786</u>		<u>103,528</u>
(DEFICIT) FOR THE PERIOD		<u>(49,881)</u>		<u>(11,782)</u>

CHIPSTEAD PRE-SCHOOL PLAYGROUP

Trial balance to 31 August 2024

	Opening balances		Current account		Gold account		Journals		I & E Account		Balance Sheet	
	dr	cr	dr	cr	dr	cr	dr	cr	dr	cr	dr	cr
Fees												
Direct				23,423.51						23,423.51		
Surrey County Council Fees			189.34	78,209.31						78,019.97		
Deposits			2,172.50	3,015.00						842.50		
Fundraising												
Christmas raffle & events				796.50						796.50		
Obstacle Course				160.00						160.00		
Flower Show										-		
Sweatshirts				456.00						456.00		
Photographs				120.00						120.00		
Other			1,040.00	1,065.00						25.00		
Other income												
Grant										-		
Interest				71.96		989.36				1,061.32		
Other										-		
Operational costs												
Salaries			137,802.31				548.78		137,253.53			
Pension costs			3,032.32						3,032.32			
Fees/subscriptions			674.07						674.07			
Rent			7,845.00						7,845.00			
Equipment			551.52						551.52			
Insurance			775.60						775.60			
Training			158.00						158.00			
Stationery			383.07						383.07			
Consumables			647.43						647.43			
Petty-Cash (consumables)			2,019.99						2,019.99			
Adverts			82.82						82.82			
Bank charges			65.00						65.00			
Accountancy			614.00					200.00	814.00			
Telephone			118.41	0.77					117.64			
Depreciation									-			
Disposal of equipment				1,040.00			125.20		-	914.80		
Fencing									-			
Skip hire			282.00						282.00			
Other			323.39						323.39			
Fundraising												
Obstacle Course									-			
Flower Show									-			
Sweatshirts			273.30						273.30			
Other			403.87						403.87			
Balance Sheet												
assets - cost	7,761.39						7,761.39					-
Assets - accumulated depreciation		7,636.19					7,636.19					-
Debtors		-										-
Bank - current account	33,436.11		149,591.13	168,413.94	147.12							14,760.42
Bank - CAF Gold account	31,430.84		10,000.00	42,273.08	842.24							(0.00)
Accruals		548.78					548.78	200.00				200.00
I&E A/c		64,443.37										64,443.37
Deficit										49,882.95		49,882.95
	72,628.34	72,628.34	319,045.07	319,045.07	989.36	989.36	8,510.17	8,510.17	155,702.55	155,702.55	64,643.37	64,643.37

CHIPSTEAD PRE-SCHOOL PLAYGROUP
JOURNALS

For year to 31 August 2025

DR

CR

1. Dr Bank	147.12		
Cr Interest received		147.12	
Being bank interest received between 15/9 and 30/9			
2. Dr Depreciation	7,636.19		
Dr Profit on disposal	125.20		
Cr Asset cost			7,761.39
Being bank interest			
3. Dr Accruals	548.78		
Cr Wages			548.78
Being reversal of b/f accrual			
4. Dr Accountancy	200.00		
Cr Accruals			200.00
Being accountancy accrual			

CHIPSTEAD PRE-SCHOOL
High Interest Cheque Account
CASH BOOK - RECEIPTS 01/09/24 - 31/08/25

Fundraising																	
Date	Paying- In-Slip	Narrative	Fees	Voluntary fees	Fees SCC	Deposits	Raffle	Obstacle course	Flower show	Photographs	Sweatshirts	Other	Grants	Interest	Other	Total	Cumulative total
9/10/2024	BACS	Surrey County Council			5,285.28											£5,285.28	£5,285.28
9/11/2024	BACS	Surrey County Council			4,232.42											£4,232.42	£9,517.70
9/12/2024	BACS	fees Whittaker	825.00									37.00				£862.00	£10,379.70
9/13/2024	BACS	fees Melchior	100.50									19.00				£119.50	£10,499.20
9/16/2024	BACS	fees Uzor	447.00													£447.00	£10,946.20
9/16/2024	BACS	deposit Stanley				100.00										£100.00	£11,046.20
9/16/2024	BACS	uniforms Mullane									19.00					£19.00	£11,065.20
9/16/2024	BACS	fees Hyde	225.00													£225.00	£11,290.20
9/17/2024	BACS	Voluntary fee Doyle		50.00								6.50				£56.50	£11,346.70
9/19/2024	BACS	fees Rogan	1,140.00									44.50				£1,184.50	£12,531.20
9/23/2024	BACS	deposit Murphy				100.00										£100.00	£12,631.20
9/23/2024	BACS	fees McDonagh	292.50									18.00				£310.50	£12,941.70
9/25/2024	BACS	join fee Stanley Mad				50.00						19.00				£69.00	£13,010.70
9/25/2024	BACS	uniform Ling										5.00				£5.00	£13,015.70
9/26/2024	CAF Bank	Interest												21.79		£21.79	£13,037.49
9/27/2024	BACS	fees Stanley Bod	450.25									19.00				£469.25	£13,506.74
9/27/2024	BACS	uniform Smith										49.50				£49.50	£13,556.24
9/27/2024	BACS	fees Clare	115.00									6.50				£121.50	£13,677.74
9/30/2024	BACS	deposit Winman				50.00										£50.00	£13,727.74
9/30/2024	BACS	deposit Ovonlen				150.00										£150.00	£13,877.74
31/09/2024		Totals	3,595.25	50.00	9,517.70	450.00	0.00	0.00	0.00	0.00	243.00	0.00	0.00	21.79	0.00	13,877.74	£13,877.74
10/2/2024	BACS	deposit Hood				80.00										£80.00	£13,957.74
10/10/2024	BACS	fees Melchior	119.50													£119.50	£14,077.24
10/14/2024	BACS	Surrey County Council			8,414.57											£8,414.57	£22,491.81
10/31/2024		Totals	119.50	0.00	8,414.57	80.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,614.07	£22,591.81
11/1/2024	BACS	deposit Freya Davies Long				100.00										£100.00	£22,691.81
11/4/2024	BACS	deposit Davian Mathew				100.00										£100.00	£22,791.81
11/6/2024	BACS	fund Haylock Rozeveld				50.00										£50.00	£22,741.81
11/6/2024	BACS	fees Whittaker	866.25													£866.25	£23,608.06
11/6/2024	BACS	fees McDonagh	315.00													£315.00	£23,923.06
11/7/2024	BACS	fees Uzor	447.00													£447.00	£24,370.06
11/7/2024	BACS	fees Balaram	315.00								12.50					£327.50	£24,697.56
11/8/2024	BACS	fees Melchior	157.50													£157.50	£24,855.06
11/11/2024	BACS	fees Krishna Ravi	265.00													£265.00	£25,120.06
11/12/2024	BACS	fees Hyde	446.25													£446.25	£25,566.31
11/13/2024	BACS	fees Rogan	1,186.25													£1,186.25	£26,752.56
11/13/2024	BACS	fees Davies	70.00													£70.00	£26,822.56
11/13/2024	BACS	fees Stanley Bod	603.75													£603.75	£27,426.31
11/15/2024	BACS	uniform Haylock									13.00					£13.00	£27,439.31
11/19/2024	BACS	fees Clare	105.00													£105.00	£27,544.31
11/21/2024	BACS	fees Melchior	157.50													£157.50	£27,701.81
11/26/2024	BACS	vol fee Haylock				50.00										£50.00	£27,751.81
11/26/2024	BACS	deposit Jesson				100.00										£100.00	£27,851.81
11/30/2024		Totals	4,934.50	0.00	0.00	400.00	0.00	0.00	0.00	0.00	25.50	0.00	0.00	0.00	0.00	5,360.00	£27,866.81
12/12/2024	BACS	Xmas dec Nordberg				15.00										£15.00	£27,881.81
12/13/2024	BACS	Xmas dec Balaram				10.00										£10.00	£27,876.81
12/13/2024	BACS	Surrey County Council			2,113.74											£2,113.74	£29,990.55
12/13/2024	BACS	deposits, AGM fees	544			100.00	30.00									£1,300.00	£30,120.55
12/27/2024	CAF Bank	Interest												16.65		£16.65	£30,137.20
12/31/2024		Totals	0.00	0.00	2,113.74	100.00	30.00	0.00	0.00	0.00	0.00	25.00	0.00	16.65	0.00	2,285.39	£30,137.20
1/9/2025	545	Xmas fundraising					275.00									£275.00	£30,412.20
1/13/2025	BACS	fees Whittaker	76.50													£76.50	£30,488.70
1/13/2025	BACS	fees Rogan	382.50													£382.50	£30,871.20
1/13/2025	BACS	fees Melchior	269.88													£269.88	£31,141.08
1/13/2025	BACS	fees Murphy	256.00													£256.00	£31,397.08
1/13/2025	BACS	fees Clare	229.50													£229.50	£31,626.58
1/13/2025	BACS	fees Greene	617.25													£617.25	£32,243.83
1/13/2025	BACS	fees Ravi	459.00													£459.00	£32,702.83
1/14/2025	BACS	uniform Winman				25.00										£25.00	£32,727.83
1/14/2025	BACS	Surrey County Council			11,440.97											£11,440.97	£44,168.80
1/14/2025	BACS	join fee Chetellum Hardy				50.00										£50.00	£44,218.80
1/15/2025	BACS	fees Long	229.50													£229.50	£44,448.30
1/20/2025	BACS	fees Hyde	571.00													£571.00	£45,019.30
1/21/2025	BACS	fees O'Shea	152.00													£152.00	£45,171.30
1/21/2025	BACS	uniforms Murphy									25.00					£25.00	£45,196.30
1/21/2025	BACS	uniforms uzor									25.00					£25.00	£45,221.30
1/28/2025	BACS	fees Uzor	170.00													£170.00	£45,391.30
1/28/2025	BACS	uniform Greene														£30.00	£45,421.30
1/31/2025		Totals	3,413.13	0.00	11,440.97	50.00	275.00	0.00	0.00	0.00	105.00	0.00	0.00	0.00	0.00	15,284.10	£45,421.30
2/3/2025	BACS	fees Ling	293.25													£293.25	£45,714.55
2/4/2025	BACS	join fee Harwood				50.00										£50.00	£45,764.55
2/10/2025	BACS	fees Melchior	269.88													£269.88	£46,034.43
2/14/2025	BACS	Surrey County Council			11,323.37											£11,323.37	£57,357.80
2/25/2025	BACS	fees Murphy	306.00													£306.00	£57,663.80
2/25/2025	BACS	fees Whittaker	76.50													£76.50	£57,740.30
2/25/2025	BACS	fees Greene	714.00													£714.00	£58,454.30
2/26/2025	BACS	fees Ravi	459.00													£459.00	£58,913.30
2/26/2025	BACS	fees Uzor	153.00													£153.00	£59,066.30
2/27/2025	BACS	fees Melchior	561.00													£561.00	£59,627.30
2/27/2025	BACS	fees Whittaker	60.00													£60.00	£59,687.30
2/28/2025		Totals	2,892.63	0.00	11,323.37	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,266.00	£60,000.00
3/3/2025	BACS	fees Rogan	382.50													£382.50	£60,069.80
3/3/2025	BACS	Sept deposit Jesson				60.00										£60.00	£60,129.80
3/4/2025																	

Date	Paying-InSlip	Narrative	Fees	Fundraising				Raffle	Obstacle course	Flower show	Photographs	Sweatshirts	Other	Grants	Interest	Other	Total	Cumulative total
				Voluntary fees	Fees SCC	Deposits												
3/6/2025	BACS	fees Clare	229.50														£229.50	£61,229.80
3/6/2025	BACS	Sept deposit Melchior				120.00											£120.00	£61,349.80
3/12/2025	BACS	Sept deposit Murphy				50.00											£50.00	£61,399.80
3/12/2025	BACS	Sept deposit Ellis Stagg				60.00											£60.00	£61,459.80
3/13/2025	BACS	Sept deposit Balaam				80.00											£80.00	£61,539.80
3/13/2025	BACS	Sept deposit Freya Long				140.00											£140.00	£61,679.80
3/13/2025	BACS	Uzor obstacle course						50.00									£50.00	£61,729.80
3/14/2025	BACS	Sept deposit Uzor				100.00											£100.00	£61,829.80
3/14/2025	BACS	Surrey County Council		1,901.06													£1,901.06	£63,730.86
3/14/2025	BACS	Sept deposit Hyde				100.00											£100.00	£63,830.86
3/14/2025	BACS	Sept deposit Rogan				160.00											£160.00	£63,990.86
3/17/2025	BACS	Sept deposit Ling				140.00											£140.00	£64,130.86
3/17/2025	BACS	Sept deposit Donel Smith				50.00											£50.00	£64,180.86
3/26/2025	CAF Bank	Interest												13.45			£13.45	£64,194.31
3/31/2025		Totals	1,402.50	0.00	1,901.06	1,140.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	13.45	0.00	0.00	4,507.01	
4/4/2025	BACS	obstacle course Morri						25.00									£25.00	£64,219.31
4/7/2025	BACS	obstacle course Stanley						40.00									£40.00	£64,259.31
4/7/2025	BACS	join fee Van Zyl				50.00											£50.00	£64,309.31
4/8/2025	BACS	Surrey County Council			19,349.11												£19,349.11	£83,658.42
4/23/2025	BACS	Stanley obstacle						45.00									£45.00	£83,703.42
4/23/2025	BACS	fees Whittaker	42.50														£42.50	£83,745.92
4/24/2025	BACS	fees Murphy	255.00														£255.00	£84,000.92
4/24/2025	BACS	fees Uzor	107.00														£107.00	£84,107.92
4/24/2025	BACS	fees Ravi	331.50														£331.50	£84,439.42
4/24/2025	BACS	fees Jesson Greene	485.25														£485.25	£84,924.67
4/25/2025	BACS	fees Melchior	352.75														£352.75	£85,277.42
4/28/2025	BACS	fees Ling	69.00														£69.00	£85,346.42
4/29/2025	BACS	uniform Harwood									19.00						£19.00	£85,365.42
4/30/2025		Totals	1,643.00	0.00	19,349.11	50.00	0.00	110.00	0.00	0.00	19.00	0.00	0.00	0.00	0.00	0.00	21,171.11	
5/1/2025	BACS	fees Davies	170.00														£170.00	£85,535.42
5/1/2025	BACS	fees Rogan	297.50														£297.50	£85,832.92
5/6/2025	BACS	deposit Slatford				50.00											£50.00	£85,882.92
5/6/2025	BACS	deposit Lovell				150.00											£150.00	£86,032.92
5/7/2025	BACS	fees Clare	170.00														£170.00	£86,202.92
5/7/2025	BACS	deposit Doyle				145.00											£145.00	£86,347.92
5/13/2025	BACS	uniform Holness									19.00						£19.00	£86,366.92
5/15/2025	BACS	Surrey County Council		12,899.64													£12,899.64	£99,266.56
5/21/2025	BACS	uniform Winnan									6.50						£6.50	£99,273.06
5/21/2025	BACS	deposit McDonagh				80.00											£80.00	£99,353.06
5/22/2025	547	eastern raffle / deposits				170.00											£170.00	£100,024.56
5/23/2025	BACS	deposit Fleur Eves				50.00											£50.00	£100,074.56
5/31/2025		Totals	637.50	0.00	12,899.64	645.00	491.50	0.00	0.00	10.00	25.50	0.00	0.00	0.00	0.00	0.00	14,709.14	
6/4/2025	BACS	fees Whittaker	89.25														£89.25	£100,163.81
6/4/2025	BACS	fees Murphy	357.00														£357.00	£100,520.81
6/4/2025	BACS	fees Greene	833.00														£833.00	£101,353.81
6/5/2025	BACS	fees Melchior	654.50														£654.50	£102,008.31
6/5/2025	BACS	fees Uzor	179.00														£179.00	£102,187.31
6/9/2025	BACS	deposit Inker				50.00											£50.00	£102,237.31
6/9/2025	BACS	fees Clare	267.75														£267.75	£102,505.06
6/10/2025	BACS	fees Long	267.75														£267.75	£102,772.81
6/10/2025	BACS	fees Rogan	446.25														£446.25	£103,219.06
6/11/2025	BACS	fees Ling	89.25														£89.25	£103,308.31
6/13/2025	BACS	Surrey County Council		1,139.77													£1,139.77	£104,448.08
6/16/2025	BACS	fees Ravi	535.50														£535.50	£104,983.58
6/24/2025	BACS	fees Van Zyl	687.00														£687.00	£105,670.58
6/26/2025	CAF Bank	Interest												20.07			£20.07	£105,690.65
6/30/2025		Totals	4,406.25	0.00	1,139.77	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.07	0.00	0.00	5,616.09	
7/8/2025	BACS	fees Van Zyl	22.25														£22.25	£105,712.90
7/14/2025	BACS	fees Kesta	307.00														£307.00	£106,019.90
7/15/2025	BACS	Surrey County Council			109.38												£109.38	£106,129.28
7/17/2025	BACS	davian photo fee								10.00							£10.00	£106,139.28
7/28/2025	548	uniforms/photo equip donations								100.00	38.00	1,040.00					£1,178.00	£107,317.28
7/31/2025		Totals	329.25	0.00	109.38	0.00	0.00	0.00	0.00	110.00	38.00	1,040.00	0.00	0.00	0.00	0.00	1,626.63	
8/6/2025	BACS	O2 phone contact credit														0.77	£0.77	£107,318.05
8/26/2025	BACS	Transfer from gold ac														40,000.00	£40,000.00	£147,318.05
8/31/2025		Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40,000.77	40,000.77		
9/11/2025	BACS	Transfer from gold ac														2,273.08	£2,273.08	£149,591.13
9/11/2025		Totals														2,273.08	£2,273.08	
8/31/2025		Grand Totals	23,373.51	50.00	78,209.31	3,015.00	796.50	160.00	0.00	120.00	456.00	1,065.00	0.00	71.96	42,273.85	149,591.13	£149,591.13	

Date	Paying-InSlip	Narrative	Fees	Voluntary fees	Fees SCC	Deposits	Raffle	Fundraising					Grants	Interest	Other	Total	Cumulative total
								Obstacle course	Flower show	Photographs	Sweatshirts	Other					

Date	Paying-InSlip	Narrative	Fees	Voluntary fees	Fees SCC	Deposits	Raffle	Fundraising					Grants	Interest	Other	Total	Cumulative total
								Obstacle course	Flower show	Photographs	Sweatshirts	Other					

Date	Cheque Num	Narrative	Salaries	EYFS	HMRC	Telephone expenses	Rent	Equipment	Assets	Obstacle course	Photographs	Fundraising Flower show	Sweat shirts	Other	consumables	Petty Cash & Expenses	Insurance	Training	Stationnery	Other	Fees - bounced cheques	Total
25/04/2025	Direct Debit	NEST pensions	£253.89																			253.89
25/04/2025	Online transfer	Ann Partridge	£1,163.07																			1,163.07
25/04/2025	Online transfer	Liz Sheldon	£1,676.47																			1,676.47
25/04/2025	Online transfer	Samantha Rogers	£540.59																			540.59
25/04/2025	Online transfer	Tina Phillips	£737.28																			737.28
25/04/2025	Online transfer	Liz Sheldon													£59.52	£53.42			£12.13			125.07
25/04/2025	Online transfer	Claudia Bardetti	£1,173.47																			1,173.47
25/04/2025	Online transfer	Kerry Barrett	£743.08																			743.08
25/04/2025	Online transfer	Katie Burrows	£1,098.01																			1,098.01
25/04/2025	Online transfer	Katie Burrows																£145.00				145.00
25/04/2025	Online transfer	Surrey County Council fee repay		£26.62																		26.62
30/04/2025		Totals	£7,385.86	£26.62	£434.14	£11.91	£650.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£59.52	£53.42	£0.00	£145.00	£12.13	£5.00	£0.00	£8,783.60
01/05/2025	Online transfer	P A Hall					£650.00															650.00
13/05/2025	Online transfer	HMRC			£451.40																	451.40
15/05/2025	CAFBank	monthly fee																		£5.00		5.00
16/05/2025	Direct Debit	O2 phone				£11.91																11.91
28/05/2025	Online transfer	Claudia Bardetti	£1,197.70																			1,197.70
28/05/2025	Online transfer	Kerry Barrett	£825.50																			825.50
28/05/2025	Online transfer	Katie Burrows	£1,244.89																			1,244.89
28/05/2025	Online transfer	Richard Bell - scrutineer																		£100.00		100.00
28/05/2025	Online transfer	Ann Partridge	£1,244.02																			1,244.02
28/05/2025	Online transfer	Liz Sheldon	£1,684.35																			1,684.35
28/05/2025	Online transfer	Samantha Rogers	£540.39																			540.39
28/05/2025	Online transfer	Tina Phillips	£838.02																			838.02
28/05/2025	Online transfer	Liz Sheldon						£79.03						£104.14	£72.70				£45.40	£164.34		465.61
30/05/2025	Direct Debit	NEST pensions	£279.67																			279.67
31/05/2025		Totals	£7,854.54	£0.00	£451.40	£11.91	£650.00	£79.03	£0.00	£0.00	£0.00	£0.00	£104.14	£104.14	£72.70	£0.00	£0.00	£0.00	£45.40	£269.34	£0.00	£9,538.46
02/06/2025	Online transfer	P A Hall					£650.00															650.00
04/06/2025	Online transfer	Samantha Rogers														£283.92						283.92
13/06/2025	Online transfer	HMRC			£545.27																	545.27
16/06/2025	CAFBank	monthly fee																		£5.00		5.00
16/06/2025	Direct Debit	O2 phone				£11.91																11.91
19/06/2025	Online transfer	CSG KCS supplies														£73.84						73.84
19/06/2025	Online transfer	Liz Sheldon						£115.00						£115.67	£4.99	£21.45			£16.48	£25.00		298.59
19/06/2025	Online transfer	Katie Burrows														£358.80						358.80
27/06/2025	Online transfer	Samantha Rogers	£540.39																			540.39
27/06/2025	Online transfer	Liz Sheldon														£27.32						27.32
27/06/2025	Online transfer	Tina Phillips	£758.65																			758.65
27/06/2025	Online transfer	Kerry Barrett	£697.29																			697.29
27/06/2025	Online transfer	Katie Burrows	£1,106.97																			1,106.97
27/06/2025	Online transfer	Ann Partridge	£1,187.89																			1,187.89
27/06/2025	Online transfer	Liz Sheldon	£1,678.96																			1,678.96
27/06/2025	Online transfer	Claudia Bardetti	£1,137.67																			1,137.67
30/06/2025		Totals	£7,107.82	£0.00	£545.27	£11.91	£650.00	£115.00	£0.00	£0.00	£0.00	£0.00	£115.67	£115.67	£4.99	£765.33	£0.00	£0.00	£16.48	£30.00	£0.00	£9,362.47
01/07/2025	Online transfer	P A Hall					£650.00															650.00
07/07/2025	Direct Debit	NEST pensions	£253.52																			253.52
14/07/2025	Online transfer	HMRC			£445.76																	445.76
15/07/2025	Online transfer	deposit return Balaam																		£80.00		80.00
15/07/2025	Online transfer	deposit return Hyde																		£100.00		100.00
15/07/2025	Online transfer	deposit return Melchior																		£120.00		120.00
15/07/2025	Online transfer	deposit return McDonagh																		£80.00		80.00
15/07/2025	Online transfer	deposit return Rogan																		£160.00		160.00
15/07/2025	Online transfer	deposit return Moon																		£50.00		50.00
15/07/2025	Online transfer	deposit return Jesson Greene																		£60.00		60.00
15/07/2025	Online transfer	deposit return Stagg																		£60.00		60.00
15/07/2025	Online transfer	deposit return Long																		£140.00		140.00
15/07/2025	Online transfer	deposit return Ling																		£140.00		140.00
15/07/2025	Online transfer	deposit return Madzonga																		£100.00		100.00
15/07/2025	Online transfer	deposit return Whittaker																		£60.00		60.00
15/07/2025	Online transfer	deposit return Punj																		£150.00		150.00
15/07/2025	Online transfer	Sean Clare expenses																		£54.99		54.99
15/07/2025	Online transfer	deposit return Doyle																		£265.00		265.00
15/07/2025	CAFBank	monthly fee																		£5.00		5.00
16/07/2025	Direct Debit	O2 phone				£11.91																11.91
18/07/2025	Online transfer	deposit return Slatford																		£50.00		50.00
18/07/2025	Online transfer	Liz Sheldon														£201.28						201.28
18/07/2025	Online transfer	deposit return Hanoman																		£50.00		50.00

Date	Cheque Num	Narrative	Salaries	EYFS	HMRC	Telephone expenses	Rent	Equipment	Assets	Obstacle course	Photographs	Fundraising Flower show	Sweat shirts	Other	consumables	Petty Cash & Expenses	Insurance	Training	Stationnery	Other	Fees - bounced cheques	Total
18/07/2025	Online transfer	deposit return Winnan																				80.00
21/07/2025	Online transfer	Kerry Barrett														£75.00						75.00
22/07/2025	Direct Debit	NEST pensions	£246.53																			246.53
25/07/2025	Online transfer	Samantha Rogers																	£20.20			20.20

CHIPSTEAD PRE-SCHOOL

Notes

CASH BOOK - BANK RECONCILIATION 8/31/2025

Insert New date

HIGH INTEREST CHEQUE ACCOUNT

Change figures

Cash Book Balance @ 31/08/24		£33,436.11	
Receipts	£147,318.05		(Total receipts from Cashbook)
Payments	£116,096.35		(Total payments from Cashbook)
		£ 31,221.70	(receipts - payments)
Cashbook Balance at :	8/31/2025	£64,657.81	

Bank Statement at : **8/31/2025** £64,657.81 Balance from Bank Statement

Receipts in Cash Book not on Bank Statement
Date No Value

Payments in Cash Book not on Bank Statement
Date No Value

Add receipts

Difference	<hr/>	£0.00	£	- Less payments
				£64,657.81
				£0.00

Date	Cheque Num	Narrative	Other	Charges	Adv	Accs
16/09/2024	CAF Bank	monthly fee	5.00	5.00		
16/09/2024	Online transfer	deposit return - Ling	80.00			
16/09/2024	Online transfer	deposit return - Bushby	92.00			
27/09/2024	Online transfer	deposit return - Stagg	50.00			
27/09/2024	Online transfer	Liz Sheldon	71.60			
14/10/2024	Online transfer	deposit return - Morri	38.00			
14/10/2024	Online transfer	Sneel Assoc fees	120.00			120.00
15/10/2024	CAF Bank	monthly fee	5.00	5.00		
28/10/2024	Online transfer	MJS Associates accounts	30.00			30.00
28/10/2024	Online transfer	Liz Sheldon	34.60			
06/11/2024	Online transfer	to Gold acc	10,000.00			
15/11/2024	CAF Bank	monthly fee	5.00	5.00		
02/12/2024	Direct Debit	Early Years Alliance	130.00			
02/12/2024	Online transfer	Liz Sheldon	21.52			
16/12/2024	CAFBank	monthly fee	5.00	5.00		
27/12/2024	Online transfer	Liz Sheldon	18.82			
13/01/2025	Online transfer	Cool Milk	8.05			
15/01/2025	CAFBank	monthly fee	5.00	5.00		
17/01/2025	Online transfer	Wilhar Publishing Grapevine	64.00		64.00	
29/01/2025	Online transfer	deposit return - Ovonlen	100.00			
29/01/2025	Online transfer	deposit return - Mathew	37.50			
29/01/2025	Online transfer	deposit return - Hood	30.00			
03/02/2025	Online transfer	Ofsted annual fee	50.00			
17/02/2025	CAFBank	monthly fee	5.00	5.00		
26/02/2025	Online transfer	Wilhar Publishing Grapevine	64.00			64.00
17/03/2025	CAFBank	monthly fee	5.00	5.00		
15/04/2025	CAFBank	monthly fee	5.00	5.00		
15/05/2025	CAFBank	monthly fee	5.00	5.00		
28/05/2025	Online transfer	Richard Bell - scrutineer	100.00			
28/05/2025	Online transfer	Liz Sheldon	164.34			
16/06/2025	CAFBank	monthly fee	5.00	5.00		
19/06/2025	Online transfer	Liz Sheldon	25.00			
15/07/2025	Online transfer	deposit return Balaam	80.00			
15/07/2025	Online transfer	deposit return Hyde	100.00			
15/07/2025	Online transfer	deposit return Melchior	120.00			
15/07/2025	Online transfer	deposit return McDonagh	80.00			
15/07/2025	Online transfer	deposit return Rogan	160.00			
15/07/2025	Online transfer	deposit return Moon	50.00			
15/07/2025	Online transfer	deposit return Jesson Greene	60.00			
15/07/2025	Online transfer	deposit return Stagg	60.00			
15/07/2025	Online transfer	deposit return Long	140.00			
15/07/2025	Online transfer	deposit return Ling	140.00			
15/07/2025	Online transfer	deposit return Madzonga	100.00			
15/07/2025	Online transfer	deposit return Whittaker	60.00			
15/07/2025	Online transfer	deposit return Punj	150.00			
15/07/2025	Online transfer	Sean Clare expenses	54.99			
15/07/2025	Online transfer	deposit return Doyle	265.00			
15/07/2025	CAFBank	monthly fee	5.00	5.00		
18/07/2025	Online transfer	deposit return Slatford	50.00			
18/07/2025	Online transfer	deposit return Hanoman	50.00			
18/07/2025	Online transfer	deposit return Winnan	80.00			
25/07/2025	Online transfer	Liz Sheldon	71.86			
28/07/2025	Direct Debit	Easyspace website	18.82		18.82	
06/08/2025	Online transfer	O'Brien skip hire	282.00			

15/08/2025	CAFBank	monthly fee	5.00	5.00		
29/08/2025	Online transfer Snell Associates - payroll fee		400.00			400.00
15/09/2025	CAFBank	monthly fee	5.00	5.00		
			<u>13,967.10</u>	<u>65.00</u>	<u>82.82</u>	<u>614.00</u>

Assets

Cost b/fwd @ 1/9/23	7,761.39
Additions	<u>-</u>
Cost c/fwd @ 31/8/24	<u>7,761.39</u>

25% RB

Depn b/fwd @ 1/9/23	7,594.48
Charge	<u>41.73</u>
Depn c/fwd @ 31/8/24	<u>7,636.21</u>

NBV @ 31/8/24	<u>125.18</u>
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NBV @ 31/8/23	<u>166.91</u>
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Fees	Sundry	SCC fees	Repairs	Deposits	Gold	Food
				80.00		
				92.00		
				50.00		
	71.60			38.00		
	34.60					
					10,000.00	
130.00						
	21.52					
	18.82					
						8.05
				100.00		
				37.50		
				30.00		
	50.00					
100.00						
		164.34				
		25.00				
				80.00		
				100.00		
				120.00		
				80.00		
				160.00		
				50.00		
				60.00		
				60.00		
				140.00		
				140.00		
				100.00		
				60.00		
				150.00		
	54.99					
				265.00		
				50.00		
				50.00		
				80.00		
	71.86					
			282.00			

230.00	323.39	189.34	282.00	2,172.50	10,000.00	8.05
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Independent Examiner's report

I report on the accounts for the Chipstead Pre-School Playgroup for the year ended 31st August 2025 which are set out on page 1.

Charity number 1055601

Respective responsibilities of trustee and independent examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioner.

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 considering any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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 connection with my examination, no matter has come to my attention

- 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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Richard Bell
13 Santina Close
Heath End
Farnham
Surrey
GU9 0LD

1/11/2025

CHIPSTEAD PRE-SCHOOL

England & Wales - Charity number 1055601

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2023	To	31	08	2024

Section A Reference and administration details

Charity name

Chipstead Pre School

Other names charity is known by

Registered charity number (if any)

1055601

Charity's principal address

Peter Aubertin Hall

Elmore Road

Chipstead, Surrey

Postcode

CR5 2SE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Katie Burrows	Chairperson		Pre School committee
2	Sean Clare	Treasurer		
3	Chanelle Kesta	Secretary		
4	Samantha Rogers	Committee Officer		
5	Rose Page	Fundraising		
6	Steph O'Shea	Fundraising		
7	Kerry Barrett	Fundraising		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Pre School Constitution

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

Elected by majority committee vote

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide local parents with high quality, affordable and flexible childcare.
To encourage each child to be an individual, within a safe, supportive and stimulating environment.

As a long established local pre school, we have been of benefit to local families, providing a warm and welcoming setting for both parent and child.

The pre school is committed to safeguarding and promoting the welfare of children and expects all staff, committee members and volunteers to share this commitment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The pre school held an open morning and invited all local families to attend.

The pre school children are all involved in the Chipstead Village Flower Show held in July each year. We run a tombola stall for fundraising and the children submit craft items into classes in the main marquee.

We aim to keep costs as low as possible and one way this is achieved is through fundraising. We hold Christmas and Easter raffles, a tombola at the Flower Show and a sponsored obstacle course day for the children.

Section E Financial review

Brief statement of the charity's policy on reserves

The reserve account currently contains enough to pay staff redundancy and also to enable the pre school to cover restart up costs in the event of a fire, etc.
The reserve is able to cover fees for a hardship fund, children with special educational needs and one to one supervision.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Katie Burrows	
Full name(s)	Katie Burrows	
Position (eg Secretary, Chair, etc)	Current Chair	
Date	13/03/2025	

CHIPSTEAD PRE-SCHOOL PLAYGROUP
 BALANCE SHEET AS AT 31 AUGUST 2024

	2024 £	2024 £	2023 £	2023 £
FIXED ASSETS				
Equipment, at net book value		125		167
CURRENT ASSETS				
Bank - CAF Current account	33,436		45,630	
Bank - CAF Gold account	31,430		30,671	
Other debtors	-		140	
	<u>64,865</u>		<u>76,441</u>	
CURRENT LIABILITIES				
Creditors and accruals	549		385	
	<u>549</u>		<u>385</u>	
		<u>64,316</u>		<u>76,057</u>
NET ASSETS		<u>64,442</u>		<u>76,224</u>

Represented By:

ACCUMULATED FUND

Surplus brought forward	76,224	64,039
Surplus for the year	<u>(11,782)</u>	<u>12,185</u>
Surplus carried forward	<u>64,442</u>	<u>76,224</u>

Approved

Katie Burrows
 Chairperson

Samantha Rogers
 Administrator

Date

CHIPSTEAD PRE-SCHOOL PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2024

	2024 £	2024 £	2023 £	2023 £
<u>Income</u>				
Fees				
Direct	12,394		12,161	
Surrey County Council Fees	<u>75,671</u>		<u>81,003</u>	
		88,065		93,164
Fundraising				
Raffle	631		921	
Obstacle Course	560		115	
Flower Show	-		532	
Photographs	314		290	
Sweatshirts	539		356	
Other	<u>374</u>		<u>21</u>	
		2,418		2,236
Other Income				
Interest	863			391
Other income	<u>400</u>		<u>-</u>	
		1,263		
TOTAL INCOME		<u>91,746</u>		<u>95,792</u>
<u>Expenditure</u>				
Operational Costs				
Salaries	83,874		67,395	
Pension Costs	2,790		1,947	
Fees	172		263	
Rent	7,845		7,800	
Equipment	2,039		588	
Fencing Repairs	560		-	
Insurance	763		672	
Training	235		78	
Consumables	608		542	
Food Vouchers	195		-	
Stationery	1,036		531	
Depreciation	42		56	
Petty Cash - Consumables	796		1,913	
Advert	192		60	
Bank Charges	61		61	
Accountancy	316		30	
Telephone	116		102	
Other	<u>426</u>		<u>539</u>	
		102,066		82,578
Fundraising				
Obstacle Course	-		79	
Flower Show	-		70	
Sweatshirts	648		363	
Other	<u>814</u>		<u>517</u>	
		1,462		1,029
TOTAL EXPENDITURE		<u>103,528</u>		<u>83,607</u>
(DEFICIT)/SURPLUS FOR THE YEAR		<u>(11,782)</u>		<u>12,185</u>

Independent Examiner's report

I report on the accounts for the Chipstead Pre-School Playgroup for the year ended 31st August 2024 which are set out on page 1.

Charity number 1055601

Respective responsibilities of trustee and independent examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioner.

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 considering any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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 connection with my examination, no matter has come to my attention

- 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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Richard Bell
13 Santina Close
Heath End
Farnham
Surrey
GU9 0LD

20/4/2025

CHIPSTEAD PRE-SCHOOL

England & Wales - Charity number 1055601

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2022	To	31	08	2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Peter Aubertin Hall	
Elmore Road	
Chipstead, Surrey	
Postcode	CR5 2SE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Katie Burrows	Chairperson		Pre School committee
2	Sean Clare	Treasurer		
3	Chanelle Kesta	Secretary		
4	Samantha Rogers	Committee Officer		
5	Rose Page	Fundraising		
6	Steph O'Shea	Fundraising		
7	Kerry Barrett	Fundraising		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre School Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by majority committee vote

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide local parents with high quality, affordable and flexible childcare. To encourage each child to be an individual, within a safe, supportive and stimulating environment.

As a long established local pre school, we have been of benefit to local families, providing a warm and welcoming setting for both parent and child.

The pre school is committed to safeguarding and promoting the welfare of children and expects all staff, committee members and volunteers to share this commitment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The pre school held an open morning and invited all local families to attend.

The pre school children are all involved in the Chipstead Village Flower Show held in July each year. We run a tombola stall for fundraising and the children submit craft items into classes in the main marquee.

We aim to keep costs as low as possible and one way this is achieved is through fundraising. We hold Christmas and Easter raffles, a tombola at the Flower Show and a sponsored obstacle course day for the children.

Section E

Financial review

Brief statement of the charity's policy on reserves

The reserve account currently contains enough to pay staff redundancy and also to enable the pre school to cover restart up costs in the event of a fire, etc.
The reserve is able to cover fees for a hardship fund, children with special educational needs and one to one supervision.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Katie Burrows	
Full name(s)	Katie Burrows	
Position (eg Secretary, Chair, etc)	Current Chair	
Date	21/03/2024	

CHIPSTEAD PRE-SCHOOL PLAYGROUP
BALANCE SHEET AS AT 31 AUGUST 2023

	2023	2023	2022	2022
	£	£	£	£
FIXED ASSETS				
Equipment, at net book value		167		223
CURRENT ASSETS				
Bank - CAF Current account	45,630		33,834	
Bank - CAF Gold account	30,673		30,371	
Other debtors	140		-	
	<u>76,441</u>		<u>64,205</u>	
CURRENT LIABILITIES				
Creditors and accruals	385		389	
	<u>385</u>		<u>389</u>	
		<u>76,057</u>		<u>63,816</u>
NET ASSETS		<u>76,224</u>		<u>64,039</u>
Represented By:				
ACCUMULATED FUND				
Surplus brought forward		64,039		62,950
Surplus for the year		<u>12,185</u>		<u>1,089</u>
Surplus carried forward		<u>76,224</u>		<u>64,039</u>

Approved

Katie Burrows
Chairperson

Samantha Rogers
Administrator

Date

CHIPSTEAD PRE-SCHOOL PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2023

	2023 £	2023 £	2022 £	2022 £
<u>Income</u>				
Fees				
Direct	12,161		20,473	
Surrey County Council Fees	<u>81,003</u>		<u>63,738</u>	
		93,164		84,211
Fundraising				
Raffle	921		639	
Obstacle Course	115		427	
Flower Show	532		404	
Photographs	290		-	
Sweatshirts	356		336	
Other	<u>21</u>		<u>64</u>	
		2,236		1,870
Other Income				
Interest		391		24
TOTAL INCOME		<u>95,792</u>		<u>86,105</u>
<u>Expenditure</u>				
Operational Costs				
Salaries	67,395		67,767	
Pension costs	1,947		2,069	
Fees	263		165	
Rent	7,800		7,800	
Equipment	588		812	
Insurance	672		664	
Training	78		939	
Consumables	542		480	
Stationery	531		903	
Depreciation	56		74	
Petty Cash - Consumables	1,913		1,308	
Advert	60		60	
Bank Charges	61		93	
Accountancy	30		425	
Telephone	102		89	
Other	<u>539</u>		<u>264</u>	
		82,578		83,912
Fundraising				
Obstacle Course	79			
Flower Show	70		55	
Sweatshirts	363		525	
Other	<u>517</u>		<u>524</u>	
		1,029		1,104
TOTAL EXPENDITURE		<u>83,607</u>		<u>85,016</u>
SURPLUS FOR THE YEAR		<u>12,185</u>		<u>1,089</u>

CHIPSTEAD PRE-SCHOOL PLAYGROUP

Trial balance to 31 August 2016

		Opening balances		Current account		Gold account		Journals		I & E Account		Balance Sheet	
		dr	cr	dr	cr	dr	cr	dr	cr	dr	cr	dr	cr
Fees	Direct			105.00	12,267.49						12,162.49		
	Surrey County Council Fees				80,864.34				139.65		81,003.99		
	Surrey County Council Grant												
Fundraising	Christmas raffle & events				921.35						921.35		
	Obstacle Course				115.00						115.00		
	Flower Show				532.35						532.35		
	Sweatshirts				356.30						356.30		
	Photographs				290.00						290.00		
	Other				21.27						21.27		
Other income	Grant												-
	Interest				88.37		302.54				390.91		
	Other												-
Operational costs	Salaries			67,399.03				3.92		67,395.11			
	Pension costs			1,946.94						1,946.94			
	Fees/subscriptions			263.00						263.00			
	Rent			7,800.00						7,800.00			
	Equipment			588.28						588.28			
	Insurance			672.23						672.23			
	Training			78.00						78.00			
	Stationery			531.45						531.45			
	Consumables			572.66	30.19					542.47			
	Petty-Cash (consumables)			1,912.80						1,912.80			
	Adverts			60.00						60.00			
	Bank charges			61.00						61.00			
	Accountancy			30.00						30.00			
	Telephone			102.01						102.01			
	Depreciation							55.64		55.64			
	Other			538.61						538.61			
Fundraising	Obstacle Course			79.13						79.13			
	Flower Show			70.00						70.00			
	Sweatshirts			362.50						362.50			
	Other			517.47						517.47			
Balance Sheet	assets - cost	7,761.39										7,761.39	
	Assets - accumulated depreciation		7,538.83						55.64				7,594.46
	Debtors							139.65				139.65	
	Bank - current account	33,834.30		95,486.66	83,690.11							45,630.85	
	Bank - CAF Gold account	30,370.35				302.54						30,672.89	
	Accruals		388.78					3.92					384.86
	I&E A/c		64,038.44										64,038.44
	Surplus									12,187.02			12,187.02
		71,966.04	71,966.04	179,176.77	179,176.77	302.54	302.54	199.21	199.21	95,793.66	95,793.66	84,204.78	84,204.78

**CHIPSTEAD PRE-SCHOOL PLAYGROUP
JOURNALS
For year to 31 August 2023**

	DR	CR
1. Dr Depreciation	55.64	
Cr Fixed Assets		55.64
Depreciation charge for year		
2. Dr Accruals	3.92	
Cr Wages		3.92
Being adjust to August 2023 PAYE creditor		
3. Dr Debtors	139.65	
Cr SCC fees		139.65
Being SCC fees repaid in Sept 23		

CHIPSTEAD PRE-SCHOOL

High Interest Cheque Account

CASH BOOK - RECEIPTS 01/09/22 - 31/08/23

Date	Paying-InSlip	Narrative	Fees	Course fees	Fees SCC	Deposits	Fundraising					Grants	Interest	Other	Total	Cumulative total
							Raffle	Obstacle course	Flower show	Photographs	Sweatshirts					
9/6/2022	BACS	Surrey County Council			9,503.12										£9,503.12	£9,503.12
9/20/2022	BACS	fees O'Shea	413.25												£458.25	£9,961.37
9/21/2022	BACS	uniforms Patryzk													£9.00	£9,970.37
9/22/2022	BACS	fees Cacchioli	167.50												£182.50	£10,152.87
9/23/2022	BACS	fees Carey	340.50												£340.50	£10,493.37
9/26/2022	CAF BANK	interest										14.01			£14.01	£10,507.38
9/26/2022	BACS	fees Timmis	211.00												£226.00	£10,733.38
9/26/2022	BACS	uniform Hood													£18.00	£10,751.38
9/26/2022	BACS	fees English	72.50												£84.50	£10,835.88
9/26/2022	BACS	fees Burrows	167.50												£182.00	£11,017.88
9/26/2022	BACS	fees Jupp	757.63												£757.63	£11,775.51
9/26/2022	BACS	fees Sidell	90.63												£105.13	£11,880.64
9/28/2022	BACS	fees Pattison	54.38												£75.38	£11,956.02
9/29/2022	BACS	fees Waight	189.25												£189.25	£12,145.27
9/30/2022		Totals	2,464.14	0.00	9,503.12	0.00	0.00	0.00	0.00	164.00	0.00	0.00	14.01	0.00	12,145.27	
10/13/2022	BACS	Surrey County Council			11,632.68										£11,632.68	£23,777.95
10/31/2022	BACS	fees Sidell	105.13												£105.13	£23,883.08
10/31/2022		Totals	105.13	0.00	11,632.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,737.81	
11/7/2022	BACS	fees Hamlin	232.50												£232.50	£24,115.58
11/7/2022	BACS	fees Lewis													£30.00	£24,145.58
11/7/2022	BACS	fees English	101.50												£101.50	£24,247.08
11/8/2022	BACS	fees Carey	583.63												£583.63	£24,830.71
11/10/2022	BACS	fees Timmis	304.50												£304.50	£25,135.21
11/10/2022	BACS	fees Pattison	126.88												£126.88	£25,262.09
11/11/2022	BACS	fees Jupp	800.00												£800.00	£26,062.09
11/11/2022	BACS	fees Cacchioli	304.50												£304.50	£26,366.59
11/11/2022	BACS	fees Pop	456.75												£456.75	£26,823.34
11/14/2022	BACS	fees Burrows	377.00												£377.00	£27,200.34
11/14/2022	BACS	fees Powell				10.00									£10.00	£27,210.34
11/14/2022	BACS	fees O'Shea	456.75												£456.75	£27,667.09
11/14/2022	513	fees	255.00												£255.00	£27,922.09
11/15/2022	BACS	Amazon credit										8.76			£8.76	£27,930.85
11/16/2022	BACS	Surrey County Council			85.22										£85.22	£28,016.07
11/17/2022	BACS	deposit Baldock				50.00									£50.00	£28,066.07
11/17/2022	BACS	fees Waight	304.50												£304.50	£28,370.57
11/21/2022	BACS	deposit Hodges				100.00									£100.00	£28,470.57
11/30/2022	BACS	fees Hamlin	304.50												£304.50	£28,775.07
11/30/2022		Totals	4,608.01	0.00	85.22	160.00	0.00	0.00	0.00	30.00	8.76	0.00	0.00	0.00	4,891.99	
12/6/2022	BACS	fees Sidell	105.13												£105.13	£28,880.20
12/9/2022	BACS	fees Jupp	38.70												£38.70	£28,918.90
12/16/2022	BACS	Surrey County Council			73.05										£73.05	£28,991.95
12/21/2022	514	Christmas raffle					305.00								£305.00	£29,296.95
12/28/2022	CAF BANK	interest										22.24			£22.24	£29,319.19
12/31/2022		Totals	143.83	0.00	73.05	0.00	305.00	0.00	0.00	0.00	0.00	22.24	0.00	0.00	544.12	
1/5/2023	BACS	Surrey County Council			10,201.48										£10,201.48	£39,520.67
1/10/2023	BACS	deposit Richardson				10.00									£10.00	£39,530.67
1/11/2023	BACS	fees Carey	416.88												£416.88	£39,947.55
1/13/2023	BACS	fees English	72.50												£72.50	£40,020.05
1/16/2023	BACS	fees Pattison	90.63												£90.63	£40,110.68
1/19/2023	BACS	fees Jupp	54.38												£54.38	£40,165.06
1/19/2023	BACS	fees Pattison	54.38												£54.38	£40,219.44

Date	Paying-InSlip	Narrative	Fees	Course fees	Fees SCC	Deposits	Fundraising						Grants	Interest	Other	Total	Cumulative total
							Raffle	Obstacle course	Flower show	Photographs	Sweatshirts	Other					
1/27/2023	BACS	fees Waight	172.18													£172.18	£40,391.62
1/31/2023	BACS	Amazon credit										12.51				£12.51	£40,404.13
1/31/2023		Totals	860.95	0.00	10,201.48	10.00	0.00	0.00	0.00	0.00	0.00	12.51	0.00	0.00	0.00	11,084.94	
2/1/2023	BACS	fees Sidell	200.00													£200.00	£40,604.13
2/13/2023	515	xmas raffle					173.85									£173.85	£40,777.98
2/16/2023	BACS	Surrey County Council			11,188.78											£11,188.78	£51,966.76
2/23/2023	BACS	fees carey	500.25													£500.25	£52,467.01
2/23/2023	BACS	fees English	87.00													£87.00	£52,554.01
2/24/2023	BACS	fees Pattison	217.50													£217.50	£52,771.51
2/24/2023	BACS	fees Jupp	65.25													£65.25	£52,836.76
2/27/2023	BACS	fees Waight	206.63													£206.63	£53,043.39
2/27/2023	BACS	fees Powell									15.00					£15.00	£53,058.39
2/28/2023		Totals	1,276.63	0.00	11,188.78	0.00	173.85	0.00	0.00	0.00	15.00	0.00	0.00	0.00	0.00	12,654.26	
3/1/2023	BACS	fees Hyde									15.00					£15.00	£53,073.39
3/1/2023	BACS	fees Hodges	341.50								15.00					£356.50	£53,429.89
3/2/2023	BACS	fees Baldock	391.50								12.00					£403.50	£53,833.39
3/10/2023	BACS	fees Richardson									15.00					£15.00	£53,848.39
3/10/2023	BACS	Surrey County Council			15.00											£15.00	£53,863.39
3/15/2023	BACS	Surrey County Council			3,656.02											£3,656.02	£57,519.41
3/21/2023	BACS	fees Jupp (sept deposit)				20.00										£20.00	£57,539.41
3/27/2023	CAF BANK	Interest											22.33			£22.33	£57,561.74
3/31/2023	BACS	Surrey County Council			1,564.00											£1,564.00	£59,125.74
3/31/2023		Totals	733.00	0.00	5,235.02	20.00	0.00	0.00	0.00	0.00	57.00	0.00	0.00	22.33	0.00	6,067.35	
4/11/2023	BACS	Surrey County Council			14,162.93											£14,162.93	£73,288.67
4/12/2023	516		159.50				442.50									£602.00	£73,890.67
4/20/2023	BACS	fees English	72.50													£72.50	£73,963.17
4/24/2023	BACS	Amazon credit												8.39		£8.39	£73,971.56
4/25/2023	BACS	Baldock uniforms									24.00					£24.00	£73,995.56
4/25/2023	BACS	fees Pattison	164.23													£164.23	£74,159.79
4/28/2023	BACS	fees Waight	188.50													£188.50	£74,348.29
4/30/2023		Totals	584.73	0.00	14,162.93	0.00	442.50	0.00	0.00	0.00	24.00	0.00	0.00	8.39	0.00	15,222.55	
5/12/2023	BACS	fees Sidell	180.63													£180.63	£74,528.92
5/17/2023	BACS	Surrey County Council			17,504.38											£17,504.38	£92,033.30
5/18/2023	BACS	Surrey County Council			987.64											£987.64	£93,020.94
5/19/2023	BACS	Amazon credit												21.80		£21.80	£93,042.74
5/22/2023	BACS	fees Jupp	48.00													£48.00	£93,090.74
5/26/2023	BACS	Surrey County Council			15.00											£15.00	£93,105.74
5/31/2023	517	Obstacle course and uniforms									53.30					£168.30	£93,274.04
5/31/2023		Totals	228.63	0.00	18,507.02	0.00	0.00	115.00	0.00	0.00	53.30	0.00	0.00	21.80	0.00	18,925.75	
6/2/2023	BACS	George Dickerson join fee				50.00										£50.00	£93,324.04
6/9/2023	BACS	Stapelberg join and deposit				150.00										£150.00	£93,474.04
6/12/2023	BACS	fees English	101.50													£101.50	£93,575.54
6/13/2023	BACS	fees Pattison	253.75													£253.75	£93,829.29
6/22/2023	BACS	Hetty Ellis join				50.00										£50.00	£93,879.29
6/26/2023	CAF BANK	Interest											29.79			£29.79	£93,909.08
6/26/2023	BACS	Amber Stone join fee				50.00										£50.00	£93,959.08
6/27/2023	BACS	Haylock Roel join fee x 2				100.00										£100.00	£94,059.08
6/29/2023	BACS	fees Waight	241.06													£241.06	£94,300.14
6/30/2023	BACS	Cacchioli uniforms									6.50					£6.50	£94,306.64
6/30/2023		total	596.31	0.00	0.00	400.00	0.00	0.00	0.00	0.00	6.50	0.00	0.00	29.79	0.00	1,032.60	
7/3/2023	BACS	Hyde uniform									6.50					£6.50	£94,313.14
7/5/2023	BACS	fees Jupp	76.13													£76.13	£94,389.27
7/10/2023	BACS	Surrey County Council			90.00											£90.00	£94,479.27
7/17/2023	BACS	Surrey County Council			185.04											£185.04	£94,664.31

Date	Paying-InSlip	Narrative	Fundraising											Grants	Interest	Other	Total	Cumulative total	
			Fees	Course fees	Fees SCC	Deposits	Raffle	Obstacle course	Flower show	Photographs	Sweatshirts	Other							
7/19/2023	518	flower show/photos									532.35	290.00						£822.35	£95,486.66
7/31/2023		Totals	76.13	0.00	275.04	0.00	0.00	0.00	0.00	0.00	532.35	290.00	6.50	0.00	0.00	0.00	0.00	1,180.02	
8/31/2023		Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	£95,486.66
8/31/2023		Grand totals	11,677.49	0.00	80,864.34	590.00	921.35	115.00	532.35	290.00	356.30	21.27	0.00	88.37	30.19	95,486.66	95,486.66		

Date	Cheque Num	Narrative	Salaries	EYFS	HMRC	Telephone expenses	Rent	Equipment	Assets	Obstacle course	Photographs	Fundraising Flower show	Sweat shirts	Other	consumables	Petty Cash & Expenses	Insurance	Training	Stationnery	Other	Fees - bounced cheques	Total
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Date	Cheque Num	Narrative	Other	Charges	Deposit return	Adv
15/09/2022	online transfer	CAF Bank monthly fee	5.00	5.00		
20/09/2022	1603	Mrs Barrett deposit return	45.00		45.00	
20/09/2022	1604	Mrs Harwood deposit return	60.00		60.00	
22/09/2022	CAF Bank	cheque fee	0.50	0.50		
17/10/2022	online transfer	CAF Bank monthly fee	5.00	5.00		
28/10/2022	online transfer	Wilhar Publications Grapevine	60.00			60.00
15/11/2022	online transfer	CAF Bank monthly fee	5.00	5.00		
28/11/2022	online transfer	MJS Ass account fee	30.00			
28/11/2022	online transfer	Pre Sch Learn All fee	118.00			
15/12/2022	online transfer	CAF Bank monthly fee	5.00	5.00		
16/01/2023	online transfer	CAF Bank monthly fee	5.00	5.00		
27/01/2023	online transfer	Liz Sheldon	143.05			
13/02/2023	online transfer	Ofsted annual fee	50.00			
15/02/2023	online transfer	CAF Bank monthly fee	5.00	5.00		
27/02/2023	online transfer	Liz Sheldon	54.00			
15/03/2023	online transfer	CAF Bank monthly fee	5.00	5.00		
29/03/2023	online transfer	Liz Sheldon	51.00			
17/04/2023	online transfer	CAF Bank monthly fee	5.00	5.00		
25/04/2023	online transfer	Liz Sheldon	228.56			
15/05/2023	online transfer	CAF Bank monthly fee	5.00	5.00		
15/05/2023	online transfer	Richard Bell scrutineer	95.00			
15/06/2023	online transfer	CAF Bank monthly fee	5.00	5.00		
17/07/2023	online transfer	CAF Bank monthly fee	5.00	5.00		
24/07/2023	online transfer	Liz Sheldon	62.00			
15/08/2023	online transfer	CAF Bank monthly fee	5.00	5.00		
			1,057.11	60.50	105.00	60.00

Assets

Cost b/fwd @ 1/9/22	£7,761.39
Additions	£0.00
Cost c/fwd @ 31/8/23	£7,761.39

25% RB

Depn b/fwd @ 1/9/22	£7,538.84
Charge	£55.64
Depn c/fwd @ 31/8/23	£7,594.48

NBV @ 31/8/23 £166.91

NBV @ 31/8/22 £222.55

Accs	Fees	Sundry
------	------	--------

30.00		
-------	--	--

	118.00	
--	--------	--

		143.05
--	--	--------

50.00		
-------	--	--

		54.00
--	--	-------

		51.00
--	--	-------

		228.56
--	--	--------

95.00		
-------	--	--

		62.00
--	--	-------

30.00		
-------	--	--

	263.00	
--	--------	--

		538.61
--	--	--------

Independent Examiner's report

I report on the accounts for the Chipstead Pre-School Playgroup for the year ended 31st August 2023 which are set out on page 1.

Charity number 1055601

Respective responsibilities of trustee and independent examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioner.

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 considering any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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 connection with my examination, no matter has come to my attention

- 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 2011 Act; orto prepare accounts which accord with these accounting records 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.

Richard Bell
13 Santina Close
Heath End
Farnham
Surrey
GU9 0LD

11/3/2024

CHIPSTEAD PRE-SCHOOL

England & Wales - Charity number 1055601

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2021	To	31	08	2022

Section A Reference and administration details

Charity name Chipstead Pre School

Other names charity is known by

Registered charity number (if any) 1055601

Charity's principal address
 Peter Aubertin Hall
 Elmore Road
 Chipstead, Surrey
Postcode CR5 2SE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Katie Burrows	Chairperson		Pre School committee
2	Marion Kinshott	Treasurer		
3	Samantha Andrews	Secretary		
4	Samantha Rogers	Committee Officer		
5	Rose Page	Fundraising		
6	Steph O'Shea	Fundraising		
7	Kerry Barrett	Fundraising		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre School Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by majority committee vote

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide local parents with high quality, affordable and flexible childcare.
To encourage each child to be an individual, within a safe, supportive and stimulating environment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

As a long established local pre school, we have been of benefit to local families, providing a warm and welcoming setting for both parent and child.
The pre school is committed to safeguarding and promoting the welfare of children and expects all staff, committee members and volunteers to share this commitment.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The pre school held an open morning and invited all local families to attend.

The pre school children are all involved in the Chipstead Village Flower Show held in July each year. We run a tombola stall for fundraising and the children submit craft items into classes in the main marquee.

We aim to keep costs as low as possible and one way this is achieved is through fundraising. We hold Christmas and Easter raffles, a tombola at the Flower Show and a sponsored obstacle course day for the children.

Brief statement of the charity's policy on reserves

The reserve account currently contains enough to pay staff redundancy and also to enable the pre school to cover restart up costs in the event of a fire, etc.
The reserve is able to cover fees for a hardship fund, children with special educational needs and one to one supervision.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Empty box for optional information.

Section F Other optional information

Large empty box for section F.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Katie Burrows	
Full name(s)	Katie Burrows	
Position (eg Secretary, Chair, etc)	Current Chair	
Date	10/02/2023	

CHIPSTEAD PRE-SCHOOL PLAYGROUP
BALANCE SHEET AS AT 31 AUGUST 2022

	2022 £	2022 £
FIXED ASSETS		
Equipment, at net book value		223
CURRENT ASSETS		
Bank - CAF Current account	33,834	
Bank - CAF Gold account	30,371	
Other debtors	-	
	<u>64,205</u>	
CURRENT LIABILITIES		
Creditors and accruals	389	
	<u>389</u>	
		<u>63,816</u>
NET ASSETS		<u>64,039</u>

Represented By:

ACCUMULATED FUND

Surplus brought forward	62,950
Surplus/(Deficit) for the year	<u>1,089</u>
Surplus carried forward	<u>64,039</u>

Approved

Shelley Bray
Chairperson

Samantha Rogers
Administrator

Date

CHIPSTEAD PRE-SCHOOL PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2022

	2022 £	2022 £
<u>Income</u>		
Fees		
Direct	20,473	
Surrey County Council Fees	<u>63,738</u>	
		84,211
Fundraising		
Raffle	639	
Obstacle Course	427	
Flower Show	404	
Photographs	-	
Sweatshirts	336	
Other	<u>64</u>	
		1,870
Other Income		
Interest		24
TOTAL INCOME		<u><u>86,105</u></u>
<u>Expenditure</u>		
Operational Costs		
Salaries	67,767	
Pension costs	2,069	
Fees	165	
Rent	7,800	
Equipment	812	
Insurance	664	
Training	939	
Consumables	480	
Stationery	903	
Depreciation	74	
Petty Cash - Consumables	1,308	
Advert	60	
Bank Charges	93	
Accountancy	425	
Telephone	89	
Fencing	-	
Other	<u>264</u>	
		83,912
Fundraising		
Flower Show	55	
Sweatshirts	525	
Other	<u>524</u>	
		<u>1,104</u>

TOTAL EXPENDITURE

85,016

(DEFICIT)/SURPLUS FOR THE YEAR

1,089

2021
£

2021
£

298

32,514
30,351
420

63,285

632

632

62,652

62,950

63,893

- 943

62,950

2021 £	2021 £
35,157	
<u>47,669</u>	
	82,826
723	
-	
-	
23	
70	
<u>87</u>	
	903
	3
	<u>83,732</u>
66,265	
1,935	
260	
9,550	
1,537	
585	
105	
801	
588	
99	
483	
60	
84	
246	
84	
750	
<u>462</u>	
	83,893
-	
644	
<u>137</u>	
	<u>781</u>

84,675

- 943

CHIPSTEAD PRE-SCHOOL PLAYGROUP

Trial balance to 31 August 2016

		Opening balances		Current account		Gold account		Journals
		dr	cr	dr	cr	dr	cr	dr
Fees	Direct			133.50	21,027.25			420.00
	Surrey County Council Fees			461.27	63,922.82			
	Surrey County Council Grant							
	EYFS							
	Salaries							
Fundraising	Christmas raffle & events				639.80			
	Obstacle Course				426.50			
	Flower Show				403.50			
	Sweatshirts				335.50			
	Photographs							
	Other				64.96			
Other income	Grant							
	Interest				4.43		19.31	
	Other							
Operational costs	Salaries			67,733.69				33.78
	Pension costs			2,094.31	25.05			
	Fees/subscriptions			165.00				
	EYFS							
	Rent			7,800.00				
	Equipment			812.38				
	Insurance			664.07				
	Training			939.03				
	Stationery			902.91				
	Consumables			480.47				
	Petty-Cash (consumables)			1,308.18				
	Adverts			60.00				
	Bank charges			93.00				
	Accountancy			425.00				
	Telephone			89.35				
	Depreciation							74.19
	Fencing							
	Other			263.99				
Fundraising	Obstacle Course							
	Photographs							
	Flower Show			55.00				
	Sweatshirts			524.56				
	Other			524.34				

Balance Sheet	assets - cost	7,761.39					
	Assets - accumulated depreciation		7,464.64				
	Debtors	420.00					
	Bank - current account	32,514.54		£86,849.81	85,530.05		
	Bank - CAF Gold account	30,351.04				19.31	
	Accruals		632.24				277.24
	I&E A/c		62,950.09				
	Surplus						
	71,046.97	71,046.97	172,379.86	172,379.86	19.31	19.31	805.21

**CHIPSTEAD PRE-SCHOOL PLAYGROUP
JOURNALS**

For year to 31 August 2022

	DR	CR
1. Dr Depreciation	74.19	
Cr Fixed Assets		74.19
Depreciation charge for year		
2. Dr Wages	33.78	
Cr PAYE/Accruals		33.78
August 2022 PAYE creditor		
3. Dr Accruals	277.24	
Cr SCC fees		277.24
Being reversal of b/f accrued SCC fees		
4. Dr Fees	420.00	
Cr Debtors		420.00
Being reversal of b/f adj		

		I & E Account		Balance Sheet	
cr	dr	cr	dr	dr	cr
		20,473.75			
277.24		63,738.79			
		-			
		-			
		-			
		639.80			
		426.50			
		403.50			
		335.50			
		-			
		64.96			
		-			
		23.74			
		-			
	67,767.47				
	2,069.26				
	165.00				
	-				
	7,800.00				
	812.38				
	664.07				
	939.03				
	902.91				
	480.47				
	1,308.18				
	60.00				
	93.00				
	425.00				
	89.35				
	74.19				
	-				
	263.99				
	-				
	-				
	-				
	55.00				
	524.56				
	524.34				

			7,761.39	7,538.83
74.19			-	
420.00			33,834.30	
			30,370.35	
33.78				388.78
				62,950.09
	1,088.35		-	1,088.35
805.21	86,106.54	86,106.54	71,966.04	71,966.04

-

CHIPSTEAD PRE-SCHOOL

High Interest Cheque Account

CASH BOOK - RECEIPTS 01/09/21 - 31/08/22

Date	Paying-InSlip	Narrative	Fees	Course fees	Fees SCC	Deposits	Raffle	Fundraising					Grants	Interest	Other	Total	Cumulative total
								Obstacle course	Flower show	Photographs	Sweatshirts	Other					
09/01/2021	506	fees	420.00													£420.00	£420.00
09/03/2021	BACS	Surrey County Council			8,231.21											£8,231.21	£8,651.21
09/23/2021	BACS	fees Short	223.00													£223.00	£8,874.21
09/23/2021	BACS	fees Perren	68.25													£68.25	£8,942.46
09/24/2021	BACS	fees English	203.50								21.00					£224.50	£9,166.96
09/27/2021	BACS	fees Marz	500.50													£500.50	£9,667.46
09/28/2021	BACS	fees Tullett	91.00													£91.00	£9,758.46
09/28/2021	BACS	fees Carey	409.50													£409.50	£10,167.96
09/28/2021	BACS	fees Gould													15.00	£15.00	£10,182.96
09/29/2021	BACS	fees Da Costa													30.00	£30.00	£10,212.96
09/30/2021	BACS	fees Woodvine													30.00	£30.00	£10,242.96
09/30/2021	BACS	fees Coni	340.00													£340.00	£10,582.96
09/30/2021		Totals	2,255.75	0.00	8,231.21	0.00	0.00	0.00	0.00	0.00	96.00	0.00	0.00	0.00		10,582.96	
10/01/2021	BACS	fees Stinton	340.00													£340.00	£10,922.96
10/01/2021	BACS	fees Sidell	338.75													£338.75	£11,261.71
10/01/2021	BACS	uniform Van Zyl														£24.00	£11,285.71
10/04/2021	BACS	fees Walker	110.50													£110.50	£11,396.21
10/06/2021	BACS	deposit O'Brien				100.00										£100.00	£11,496.21
10/15/2021	BACS	Surrey County Council			8,763.05											£8,763.05	£20,259.26
10/18/2021	BACS	Hood deposit				50.00										£50.00	£20,309.26
10/18/2021	BACS	Patrzyk deposit				100.00										£100.00	£20,409.26
10/19/2021	BACS	Bowden deposit				100.00										£100.00	£20,509.26
10/25/2021	BACS	Surrey County Council			15.00											£15.00	£20,524.26
10/25/2021	507	fees/uniform	235.00			50.00										£330.00	£20,854.26
10/31/2021		Totals	1,024.25	0.00	8,778.05	400.00	0.00	0.00	0.00	0.00	69.00	0.00	0.00	0.00		10,271.30	
11/08/2021	BACS	fees Marz	500.50													£500.50	£21,354.76
11/08/2021	BACS	fees Perren	68.25													£68.25	£21,423.01
11/08/2021	BACS	fees English	273.00													£273.00	£21,696.01
11/09/2021	BACS	fees Tullett	91.00													£91.00	£21,787.01
11/09/2021	BACS	fees Carey	409.50													£409.50	£22,196.51
11/10/2021	BACS	fees Patrzyk	200.25													£200.25	£22,396.76
11/10/2021	BACS	fees Short	273.00													£273.00	£22,669.76
11/11/2021	BACS	fees Sidell	523.25													£523.25	£23,193.01
11/12/2021	BACS	Surrey County Council			301.14											£301.14	£23,494.15
11/15/2021	BACS	fees Stinton	409.50													£409.50	£23,903.65
11/15/2021	BACS	fees Bowden	366.75													£366.75	£24,270.40
11/22/2021	BACS	fees Coni	409.50													£409.50	£24,679.90
11/25/2021	BACS	Xmas craft Stinton													7.50	£7.50	£24,687.40
11/26/2021	BACS	Xmas craft Page													1.00	£1.00	£24,688.40
11/30/2021		Totals	3,524.50	0.00	301.14	0.00	0.00	0.00	0.00	0.00	8.50	0.00	0.00	0.00		3,834.14	
12/10/2021	BACS	Surrey County Council			60.00											£60.00	£24,748.40
12/14/2021	BACS	Surrey County Council			763.41											£763.41	£25,511.81
12/30/2021	BACS	fees/xmas raffle/t shirts	275.00				639.80									£995.75	£26,507.56
12/30/2021	BACS	Pattison deposit				130.00										£130.00	£26,637.56
12/31/2021		Totals	275.00	0.00	823.41	130.00	639.80	0.00	0.00	0.00	40.00	40.95	0.00	0.00		1,949.16	
01/05/2022	BACS	Surrey County Council			6,819.46											£6,819.46	£33,457.02
01/17/2022	BACS	Sanders join fee				100.00										£100.00	£33,557.02
01/18/2022	BACS	fees Pattison	97.00													£97.00	£33,654.02
01/18/2022	BACS	fees Gould													15.00	£15.00	£33,669.02
01/21/2022	BACS	fees Pattison	243.00													£243.00	£33,912.02
01/21/2022	BACS	fees Perren	48.75													£48.75	£33,960.77
01/24/2022	BACS	fees Dennis														£9.00	£33,969.77
01/24/2022	BACS	fees Tullett	65.00													£65.00	£34,034.77
01/24/2022	BACS	fees English	390.00													£390.00	£34,424.77
01/24/2022	BACS	fees Bowden	276.25													£276.25	£34,701.02
01/27/2022	BACS	fees Stinton	292.50													£292.50	£34,993.52
01/27/2022	BACS	fees O'Brien	145.00													£145.00	£35,138.52
01/27/2022	BACS	O'Shea join fee				100.00										£100.00	£35,238.52
01/28/2022	BACS	fees Coni	292.00													£292.00	£35,530.52

Date	Paying-InSlip	Narrative	Fees	Course fees	Fees SCC	Deposits	Raffle	Fundraising					Grants	Interest	Other	Total	Cumulative total
								Obstacle course	Flower show	Photographs	Sweatshirts	Other					
01/31/2022		Totals	1,849.50	0.00	6,819.46	200.00	0.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	0.00	8,892.96	
02/02/2022	BACS	fees Short	195.00													£195.00	£35,725.52
02/03/2022	BACS	Marz boot bag									2.50					£2.50	£35,728.02
02/11/2022	BACS	Surrey County Council			15.00											£15.00	£35,743.02
02/11/2022	509	fees	300.00													£300.00	£36,043.02
02/16/2022	BACS	Surrey County Council			12,246.78											###	£48,289.80
02/25/2022	BACS	fees Bowden	331.50													£331.50	£48,621.30
02/25/2022	BACS	fees Tullett	78.00													£78.00	£48,699.30
02/25/2022	BACS	fees Perren	58.50													£58.50	£48,757.80
02/28/2022	BACS	fees Patrzyk	9.00													£9.00	£48,766.80
02/28/2022	BACS	fees English	468.00													£468.00	£49,234.80
02/28/2022	BACS	fees Burrows	78.00													£78.00	£49,312.80
02/28/2022	BACS	fees Sanders	199.00													£199.00	£49,511.80
02/28/2022		Totals	1,717.00	0.00	12,261.78	0.00	0.00	0.00	0.00	0.00	2.50	0.00	0.00	0.00	0.00	13,981.28	
03/01/2022	BACS	fees Short	234.00													£234.00	£49,745.80
03/02/2022	BACS	fees Hood	330.00													£330.00	£50,075.80
03/02/2022	BACS	fees O'Brien	195.00													£195.00	£50,270.80
03/03/2022	BACS	fees Pattison	468.00													£468.00	£50,738.80
03/07/2022	BACS	fees Coni	351.00													£351.00	£51,089.80
03/09/2022	BACS	fees Stinton	351.00													£351.00	£51,440.80
03/11/2022	BACS	Gould deposit				50.00										£50.00	£51,490.80
03/14/2022	BACS	Surrey County Council			86.04											£86.04	£51,576.84
03/16/2022	BACS	uniform Clarke									30.00					£30.00	£51,606.84
03/16/2022	BACS	fees Clarke	164.50													£164.50	£51,771.34
03/17/2022	BACS	Surrey County Council			30.00											£30.00	£51,801.34
03/29/2022	BACS	deposit Coni for Sept				60.00										£60.00	£51,861.34
03/31/2022		Totals	2,093.50	0.00	116.04	110.00	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	2,349.54	
04/06/2022	BACS	Surrey County Council			12,067.11											###	£63,928.45
04/19/2022	510	fees, uniforms, obstacle/raffle	430.00			100.00										£768.00	£64,696.45
04/25/2022	BACS	fees Humphries Marz	126.75						205.50							£126.75	£64,823.20
04/25/2022	BACS	fees Tullett	52.00													£52.00	£64,875.20
04/25/2022	BACS	fees Sidell	30.00													£30.00	£64,905.20
04/25/2022	BACS	fees Goodridge	21.00													£21.00	£64,926.20
04/26/2022	BACS	deposit Jupp				60.00										£60.00	£64,986.20
04/26/2022	BACS	fees English	65.00													£65.00	£65,051.20
04/27/2022	BACS	fees Pattison	90.00													£90.00	£65,141.20
04/28/2022	BACS	fees O'Shea	148.25													£148.25	£65,289.45
04/28/2022	BACS	fees Bowden	221.00													£221.00	£65,510.45
04/29/2022	BACS	fees Hood	175.50													£175.50	£65,685.95
04/29/2022	BACS	fees Pattison	261.00													£261.00	£65,946.95
04/29/2022	BACS	fees Sanders	175.50													£175.50	£66,122.45
04/29/2022	BACS	fees Stinton	253.50													£253.50	£66,375.95
04/30/2022		Totals	2,049.50	0.00	12,067.11	160.00	0.00	205.50	0.00	0.00	32.50	0.00	0.00	0.00	0.00	14,514.61	
05/03/2022	BACS	fees Burrows	65.00													£65.00	£66,440.95
05/05/2022	BACS	fees Clarke	182.00													£182.00	£66,622.95
05/09/2022	BACS	Amazon Smile charity credit													5.00	£5.00	£66,627.95
05/13/2022	BACS	Surrey County Council			14,324.02											###	£80,951.97
05/17/2022	BACS	fees Perren	39.00													£39.00	£80,990.97
05/20/2022	BACS	fees Carey	110.00													£110.00	£81,100.97
05/23/2022	BACS	Surrey County Council			15.00											£15.00	£81,115.97
05/23/2022	BACS	join fee Bradley				10.00										£10.00	£81,125.97
05/24/2022	BACS	join/dep Cacchioli				100.00										£100.00	£81,225.97
05/27/2022	BACS	join fee Timmis				50.00										£50.00	£81,275.97
05/27/2022	BACS	deposit Timmis				50.00										£50.00	£81,325.97
05/31/2022		Totals	396.00	0.00	14,339.02	210.00	0.00	0.00	0.00	0.00	0.00	5.00	0.00	0.00	0.00	14,950.02	
06/01/2022	511	fees/obstacle course	146.25						221.00							£367.25	£81,693.22
06/07/2022	BACS	deposit Pop				100.00										£100.00	£81,793.22
06/07/2022	BACS	deposit Burrows				50.00										£50.00	£81,843.22
06/07/2022	BACS	join fee Burrows				50.00										£50.00	£81,893.22
06/08/2022	BACS	deposit Waight				50.00										£50.00	£81,943.22
06/14/2022	BACS	deposit Barrett				60.00										£60.00	£82,003.22

Date	Cheque Num	Narrative	Total	Ads
15/09/2021	CAFbank	monthly fee	£8.00	
01/10/2021	Online transfer	Surrey County Council	£277.24	
06/10/2021	Online transfer	Wilhar Pub - grapevine	£60.00	£60.00
15/10/2021	CAFbank	monthly fee	£8.00	
28/10/2021	Online transfer	Liz Sheldon	£54.19	
28/10/2021	Online transfer	Mr Karlos deposit return	£75.00	
15/11/2021	CAFbank	monthly fee	£8.00	
15/11/2021	Online transfer	Snell Associates	£162.00	
29/11/2021	Online transfer	MJS Associates	£30.00	
29/11/2021	Online transfer	Liz Sheldon	£65.92	
15/12/2021	CAFbank	monthly fee	£8.00	
24/12/2021	Online transfer	Pre Sch Learning Alliance	£115.00	
17/01/2022	CAFbank	monthly fee	£8.00	
10/02/2022	Online transfer	Ofsted annual fee	£50.00	
15/02/2022	CAFbank	monthly fee	£8.00	
14/03/2022	Online transfer	Surrey County Council	£184.03	
15/03/2022	CAFbank	monthly fee	£8.00	
19/04/2022	CAFbank	monthly fee	£8.00	
29/04/2022	Online transfer	Mrs E Coni fee return	£58.50	
29/04/2022	Online transfer	Liz Sheldon	£111.76	
16/05/2022	CAFbank	monthly fee	£8.00	
27/05/2022	Online transfer	Richard Bell scrutineer	£95.00	
15/06/2022	CAFbank	monthly fee	£8.00	
15/07/2022	CAFbank	monthly fee	£8.00	
29/07/2022	Online transfer	Liz Sheldon	£32.12	
15/08/2022	CAFbank	monthly fee	£5.00	
30/08/2022	Online transfer	Snell Associates	£138.00	
			<hr/>	
			###	£60.00
			<hr/>	

Assets

Cost b/fwd @ 1/9/21	###
Additions	£0.00
Cost c/fwd @ 31/8/22	<hr/> ###
	25% RB
Depn b/fwd @ 1/9/21	###
Charge	£74.19
Depn c/fwd @ 31/8/22	<hr/> ###
NBV @ 31/8/22	<hr/> £222.56
NBV @ 31/8/21	<hr/> £296.74

Accounts	Deposit return	SCC fees	Fees	Bk chgs	Subsc.	Other
		£277.24		£8.00		
				£8.00		£54.19
	£75.00			£8.00		
£162.00						
£30.00						£65.92
			£115.00	£8.00		
				£8.00		
			£50.00	£8.00		
		£184.03		£8.00		
				£8.00		
	£58.50					£111.76
				£8.00		
£95.00				£8.00		
				£8.00		
						£32.12
£138.00				£5.00		
<hr/>						
£425.00	£133.50	£461.27	£165.00	£93.00	£0.00	£263.99
<hr/>						

Independent Examiner's report

I report on the accounts for the Chipstead Pre-School Playgroup for the year ended 31st August 2022 which are set out on page 1.

Charity number 1055601

Respective responsibilities of trustee and independent examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioner.

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 considering any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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 connection with my examination, no matter has come to my attention

- 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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Richard Bell
13 Santina Close
Heath End
Farnham
Surrey
GU9 0LD

CHIPSTEAD PRE-SCHOOL

England & Wales - Charity number 1055601

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2020	To	31	08	2021

Section A Reference and administration details

Charity name Chipstead Pre School

Other names charity is known by

Registered charity number (if any) 1055601

Charity's principal address
 Peter Aubertin Hall
 Elmore Road
 Chipstead, Surrey
Postcode CR5 2SE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Shelley Bray	Chairperson		Pre School committee
2	Katie Burrows	Treasurer		
3	Alexis Marz	Secretary		
4	Samantha Rogers	Committee Officer		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre School Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by majority committee vote

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide local parents with high quality, affordable and flexible childcare.
To encourage each child to be an individual, within a safe, supportive and stimulating environment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

As a long established local pre school, we have been of benefit to local families, providing a warm and welcoming setting for both parent and child.
The pre school is committed to safeguarding and promoting the welfare of children and expects all staff, committee members and volunteers to share this commitment.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The pre school held an open morning and invited all local families to attend.

The pre school children are all involved in the Chipstead Village Flower Show held in July each year. We run a tombola stall for fundraising and the children submit craft items into classes in the main marquee.

We aim to keep costs as low as possible and one way this is achieved is through fundraising. We hold Christmas and Easter raffles, a tombola at the Flower Show and a sponsored obstacle course day for the children.

Brief statement of the charity's policy on reserves

The reserve account currently contains enough to pay staff redundancy and also to enable the pre school to cover restart up costs in the event of a fire, etc.
The reserve is able to cover fees for a hardship fund, children with special educational needs and one to one supervision.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Shelley Bray	
Full name(s)	Shelley Bray	
Position (eg Secretary, Chair, etc)	Current Chair	
Date	01/02/2022	

CHIPSTEAD PRE-SCHOOL PLAYGROUP
BALANCE SHEET AS AT 31 AUGUST 2021

	2021 £	2021 £	2020 £	2020 £
FIXED ASSETS				
Equipment, at net book value		298		397
CURRENT ASSETS				
Bank - CAF Current account	32,514		33,367	
Bank - CAF Gold account	30,351		30,349	
Other debtors	420		-	
	<u>63,285</u>		<u>63,716</u>	
CURRENT LIABILITIES				
Creditors and accruals	632		220	
	<u>632</u>		<u>220</u>	
		<u>62,652</u>		<u>63,496</u>
NET ASSETS		<u>62,950</u>		<u>63,893</u>

Represented By:

ACCUMULATED FUND

Surplus brought forward		63,893		54,476
Surplus for the year		<u>- 943</u>		<u>9,417</u>
Surplus carried forward		<u>62,950</u>		<u>63,893</u>

Approved

Rachel O'Leary
Chairperson

Samantha Rogers
Administrator

Date

CHIPSTEAD PRE-SCHOOL PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2021

	2021 £	2021 £	2020 £	2020 £
<u>Income</u>				
Fees				
Direct	35,157		14,796	
Surrey County Council Fees	<u>47,669</u>		<u>64,104</u>	
		82,826		78,900
Fundraising				
Raffle	723		806	
Obstacle Course	-		76	
Flower Show	-		55	
Photographs	23		-	
Sweatshirts	70		407	
Other	<u>87</u>		<u>-</u>	
		903		1,344
Other Income				
Grant received	-		3,742	
Interest	3		46	
Other income	<u>-</u>		<u>39</u>	
		3		3,828
TOTAL INCOME		<u>83,732</u>		<u>84,072</u>
<u>Expenditure</u>				
Operational Costs				
Salaries	66,265		62,021	
Pension costs	1,935		1,952	
Fees	260		202	
Rent	9,550		5,000	
Equipment	1,537		375	
Insurance	585		560	
Training	105		260	
Consumables	801		1,009	
Stationery	588		596	
Depreciation	99		132	
Petty Cash - Consumables	483		1,131	
Advert	60		60	
Bank Charges	84		60	
Accountancy	246		270	
Telephone	84		155	
Fencing	750			
Other	<u>462</u>		<u>496</u>	
		83,893		74,278
Fundraising				
Flower Show	-		55	
Sweatshirts	644		149	
Other	<u>137</u>		<u>173</u>	
		781		378
TOTAL EXPENDITURE		<u>84,675</u>		<u>74,656</u>
(DEFICIT)/SURPLUS FOR THE YEAR		<u>- 943</u>		<u>9,416</u>

Independent Examiner's report Chipstead Pre-School Playgroup

I report on the accounts for Chipstead Pre-School Playgroup for the year ended 31 August 2021 which are set out on page 1
Charity number 1055601

Respective responsibilities of trustee and independent examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioner.

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 considering any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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 connection with my examination, no matter has come to my attention

- 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 2011 Act; orto prepare accounts which accord with these accounting records 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.

Signed:

Date: 21/3/2022

Richard Bell
13 Santana Close
Heath End
Farnham
Surrey
GU9 0LD