

Clifton Street Pre-School Committee Meeting
January 31st 2023 7:45
AGM minutes

Clifton Street



Pre-School

1. Welcome –Sarah Rodham-Heaps, Elayne Chappell, Cate Sargent, Sean Lamb, John Prasanth, Luciano Dsouza, Kazel Dcosta, Ayumi Bartz

2. Apologies for Absence – Jodi Wilkinson

3. Minutes from Previous Meeting - Agreed

4. Chair

Thank you to everyone for taking the time to come to the Annual General Meeting for 2022-2023 this evening.

Firstly, I would like to thank the current committee and preschool staff for all their hard work and support over the last year.

Currently preschool is almost at capacity, we have 30 children attending and three more to start in April.

Unfortunately Becky reduced her hours, but we were pleased to welcome Jodi back as part of the team in the role of deputy manager. We have also gained Charlie as another new staff member. The new team is working well together and are interacting positively with the children.

Session planning is following the interests of the children and also key topics to ensure coverage of the curriculum.

The room has been reviewed and is currently working well. The back room has now been changed and is in use as a sensory room / quiet area.

5. Vote for new members

- Elayne. Nominated by Sarah, seconded by Cate
- Cate. Nominated by Elayne, Seconded by Sarah
- Sean. Nominated by Elayne, Seconded by Sean
- Sarah Nominated by Elayne, Seconded by Sean.
- Jodi. Nominated By Sarah, Seconded by Elayne.
- John. Nominated by Elayne, Seconded by Sarah
- Kazel. Nominated by Elayne, Seconded by Sarah
- Ayumi. Nominated by Elayne, Seconded by Sarah

Sean has reapplied for his DBS and will now start the EY2 in process. New committee members are aware that they need to apply for their DBS and also for

their EY2. Elayne will email the details to Sarah.

5. Financial Overview

- Last year's financial report circulated. The accounts have been signed off by Tracey Costello
- Last year (April 2023) preschool ended on a deficit of - £4,276.85, this has been counterbalanced by the gain of the previous year.

7. Actions

- Elayne to contact OFSTED and give notification of changes of members, including contact details.
- Sarah to submit return to Charities Commission
- Sean to complete new EY2
- Jodi to complete EY2
- New members to begin DBS / EY2 process

8. Date of Next AGM – TBC



Report to the trustees

CLIFTON STREET PRE-SCHOOL

On accounts for the year
ended

APRIL 2023

Charity no
(if any)

1058446

Set out on pages

(Remember to include the page number of additional sheets)

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

Responsibilities and basis
of report

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

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

Independent examiner's
statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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

Signed:

Tracy Costello

Date:

31/1/24

Name:

TRACEY COSTELLO

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

AAT 4

Address:

26 DIXON STREET
SWINDON
SN1 3PL

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

--

Clifton Street Pre-school Report for Income and Expenditure 2022/2023

Charity Registration Number 1058446

Month 1- 13(06/04/22-05/04/23)

Income	2022/2023	2021/2022	Expenditure	2022/2023	2021/2022
Pre-school Funding	£58,267.63	£60,010.70	Wages inc Tax & National Insurance	£63,469.21	£63,418.44
Pre-school Fees	£3,630.50	£4,935.00			
HMRC		£2,932.83	Consumables & Admin Costs	£4,891.71	£4,613.65
T-Shirt / Book-Bag Sales	£72.00	£53.00	Premises Cost inc Utilities	£5,389.23	£4,791.74
DAF Award			DAF Spend		
SENRAP & Inclusion Funding	£9,440.00	£17,170.03	SBC Maintenance Costs	£1,188.00	£1,404.00
Fundraising (transfer)	£696.01	£1,642.56	Fundraising (transfer)	£885.24	£885.24
Events	£0.00	£0.00	Events	£253.95	£356.09
Repayment of Admin Fees	£44.30	£4.60	CoursesDBS	£195.00	£350.29
Registration Fee		£80.00	Outside Area	£0.00	£0.00
Student payment	£2,000.00				
Hall Hire	£500.00	£1,000.00	Toys & Books	£850.79	£969.51
Donation	£300.00		Pension (Employee & Employer)	£1,187.08	£1,250.59
Refunds	£200.95		Equipment	£2,003.27	£2,875.87
Total Income	£75,151.39	£87,828.72		£79,428.24	£80,030.18
Income - Expenditure	2021/2022	2020/2021			
	-£4,276.85	£7,798.54			