

ST PETERS FURZE PLATT LITTLE FISHES PRESCHOOL

REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

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TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 AUGUST 2023

LEGAL & ADMINISTRATIVE

Trading Name:	The charity trades under the abbreviation Little Fishes Preschool
Charity Number:	1070343
Principal Address:	Furze Platt War Memorial Hall, 75 Furze Platt Road, Maidenhead, Berkshire, SL6 7NG (at 31 August 2023)
Trading Address:	Furze Platt War Memorial Hall, 75 Furze Platt Road, Maidenhead, Berkshire, SL6 7NG

TABLE OF TRUSTEES:

NAME	OFFICE	DATE APPOINTED (if during 2022/23)	DATE RESIGNED (if during 2022/23)
Hannah Redman	Chair		
Rob Harris	Vice Chair		
Nicky Freemantle	Secretary		
Louise Axford			26/09/2022
Tim Eldridge	Treasurer		
Rebecca Humphreys			26/05/2023
Lizzie Stone			
Emma Olorenshaw			
Charlotte Gage		11/07/2023	

GOVERNING DOCUMENT:

The Charity is governed by the procedures laid down in its Constitution. This was initially adopted on 13 May 1998. Amendments have been made and approved by the Preschool Committee and Parochial Church Council, at the AGMs held on 5 May 2010 and 17 October 2017.

OBJECTIVES OF THE CHARITY:

1. To enhance the development and education of children under statutory school age, primarily within the parish of Furze Platt.
2. To promote and encourage Christian and British Values.

STRUCTURE AND MANAGEMENT:

The charity is run by a management committee of voluntary trustees who receive no remuneration or benefits for the work they undertake in managing the Preschool. The Trustees are mostly drawn from parents of children who attend or have attended the Preschool in the recent past.

REVIEW OF THE FINANCIAL AFFAIRS AND ACTIVITIES

1. **Overview:**

There was a deficit after fundraising of £19,708 compared to a surplus of £27,354 in 2021/22. This change is mostly due much lower child numbers, significantly less fundraising and a difference in dates for when RBWM funding payments have landed compared to the previous year.

2. **Grants**

The Committee successfully applied for the Marsh Meadow Trust grant in 2022/23 of £500, to be used for resources for the children.

3. **Fundraising:**

Fundraising is an essential part of the Preschool's income and has served to reduce the final deficit by £1,564 which is £2,439 less than 2021/22. This drop is mainly due to a lack of volunteers for the fundraising team, meaning we were unable to run a Christmas fair and instead of the usual summer fair we had a summer household goods popup shop which raised £306. Parental contributions fell by £583 to £185, but there was a gift aid claim of £391 which had been deferred from the previous year. The only other notable fundraising activity is coffee and cake sales at the Harvest, Nativity and Easter services, raising a total of £89. Funds are used to supplement the Preschool's main direct costs including salaries, rent, and the purchase of new equipment and resources.

4. **Direct Income:**

RBWM continue to provide most of the income to the Preschool based on predetermined Government funding rates. In addition to this funding, parents pay session fees for those children who are not eligible for funding due to their age or additional hours attended. The session fees payable by parents were increased to £6.25 per hour from October half term onwards, with each session lasting 3.75 hours. Four sessions a week enable all children to achieve their full 15-hour entitlement from the Government. Average pupil NOR (numbers on roll) for the year were 28 (35 in 2021/22), with 32 at the end of Summer term.

5. **Direct Costs:**

The total direct costs rose from £95,600 in 2021/22 to £108,381 in 2022/23. The Preschool's main costs are staff costs and rent. This year staff costs increased by £5,583, mainly due to wage increases to align with the National Living Wage increase (around 9.7%) and agency costs of £1476 to cover staff sickness. The rent cost was £12,277, compared to £11,369 last year due to an increase in hourly rate.

6. **New Equipment:**

The Preschool spent £6,750 during the year on play equipment for the children, compared to £2,012 in 2021/22, mainly due to additional spending to finish utilising grants carried over from previous years. This included a new outdoor mud kitchen, a water wall, a chalkboard table and multi-cultural play dolls. These were partly funded by the Early Years Pupil Premium and partly by grants carried forward from 2021/22.

7. **Payments to Trustees:**

Lizzie Stone, as Preschool Manager, and Rebecca Humphreys and Charlotte Gage, both as Business Managers, have been paid for their employment. No further payments have been made to Trustees during the year.

8. **Deposits:**

The Preschool returned all refundable deposits held upon a child's enrolment. After parental consent, some deposits were retained as a parental contribution (£60). Deposits held relating to children who had not yet started totalled £250.

9. **Children's Entertainment:**

In both autumn and summer terms, Hartbeeps visited the Preschool to provide parties for the children, totalling to £220 for both visits.

10. **Accounting Policies:**

The Accounts have been prepared under the historical cost convention, in accordance with: applicable accounting standards; the Statement of Recommended Practice, 'Accounting and Reporting by Charities', issued in March 2005; and the Charities Act 2011. The trustees have reviewed

the reserves and deemed that they are adequate for cover the event of the closure of the preschool if required.

11. Employees:

There were 7 permanent members of staff employed from September to December and 8 permanent members of staff employed during the rest of the year, after the additional of a new Lunchtime assistant role.

THANKS

Thank you as always to the whole of the staff team for all their hard work, dedication, and willingness to do whatever is needed to make Little Fishes the much-loved preschool that it is. This year has continued to be difficult with the additional challenges caused by the change in preschool manager and the team have gone above and beyond to ensure that the pupils could continue their journey at Little Fishes, with their wellbeing always being paramount.

A massive thanks to Elizabeth Stone (Preschool Manager), Sarah Dean (Deputy Manager), and to Rebecca Humphreys (Business Manager), who have showed excellent resilience and commitment in running the Preschool.

We were ably supported throughout the year by the Early Years team from RBWM. We appreciate and thank you for your expertise, experience, and commitment.

Special thanks go to the Hall's wardens, Stephen Cronbach, his wife Hazel and also Iris Yiu, for all their work in maintaining and refurbishing to provide the best venue for Little Fishes.

St Peter's Church has remained a close partner of the Preschool. Thanks to Children and Families Minister, Emma Olorenshaw, for her support and providing additional learning to the children. Thank you to Sandy Young in the church office for her assistance, and to the congregation of St Peter's who continue to support the Preschool.

Little Fishes would like to provide special thanks to the following organisations for their kindness and understanding in providing the Preschool with grants which were invaluable in covering costs this year:

- Marsh Meadows Trust provided a grant of £500.
- Little Nook Gift Shop in Bourton-on-the-water for all of their household good donations, which made us just over £300.
- GR.IT Consultancy for providing their time and services.



Final thanks go to the Committee, parents, and other community stakeholders for their constant support of the Preschool, be it organising or attending fundraising events or promoting the Preschool.

INDEPENDENT EXAMINER

The Preschool is required under the Charities Act of 2011 to have an Independent examination of its accounts. This year we owe thanks to Louise Axford for her review of the financial statements.

DECLARATION

The Trustees have approved the report.

Signed: 	Signed: 
Name: Tim Eldridge	Name: Rob Harris
Position: Treasurer	Position: Vice Chair of Trustees
Date: 16/06/2024	Date: 16/06/24

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ST PETER'S FURZE PLATT LITTLE FISHES PRESCHOOL

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the financial year ended 31 August 2023, which are set out on pages 9 to 11.

RESPONSIBILITIES AND BASIS OF THE REPORT

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

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning 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 view given by the accounts.

INDEPENDENT EXAMINERS STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act, or;
- the accounts do not accord with the accounting records.

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

Signed: <i>L Axford</i>	Date: <i>14/06/2024</i>
Name: <i>LOUISE AXFORD</i>	Address: <i>60 CRANBROOK DRIVE MAIDENHEAD BERKS. SL6 6SS</i>

STATEMENT OF FINANCIAL ACTIVITIES

Financial Statement for the Year Ended 31 August 2023					
Income and Expenditure Account					
		Cash Accounting		Cash Accounting	
		1 Sep 22 to 31 Aug 23		1 Sep 21 to 31 Aug 22	
		FY 22/23		FY 21/22	
		£	£	£	£
Direct Income					
RBWM funding		79,852.29		108,633.80	
Session Fees		8,823.45		6,754.69	
Deposits		-		200.00	
Grants	Note 4	500.00		5,750.00	
Bank Interest		112.37		3.16	
Total Receipts			89,288.11		121,341.65
Direct Costs					
Staff Costs		(83,633.21)		(78,050.12)	
Agency Worker Costs		(1,476.32)		-	
Rent		(12,276.55)		(11,368.50)	
Professional Services & Subscriptions		(1,101.53)		(702.00)	
Arts & Crafts, Cooking		(201.01)		(217.22)	
School Equipment & Resources	Note 3	(6,749.57)		(2,012.47)	
Telephone & Internet		(431.73)		(447.54)	
Admin & Stationery		(329.80)		(246.38)	
IT Software & Consumables		(367.91)		(235.63)	
Marketing		(326.32)		(372.17)	
Recruitment		(960.18)		(1,494.60)	
Staff Training		(359.62)		(453.82)	
Staff Uniform		(167.11)		-	
Total Direct Costs			(108,380.86)		(95,600.45)
Contribution of Fees to Overheads			(19,092.75)		25,741.20
Overheads					
Refreshments, Consumables & Cleaning		(695.26)		(1,051.85)	
Childrens Entertainment, Trips & Gifts		(350.83)		(460.71)	
IT Hardware		(297.60)		(564.46)	
Staff & Committee Gifts, Outings		(176.04)		(313.00)	
Miscellaneous		-		-	
Petty Cash	Note 5	(659.57)		-	
Total Overheads			(2,179.30)		(2,390.02)
Surplus / (Deficit) before Fundraising			(21,272.05)		23,351.18
Fundraising					
Fundraising Income		1,962.30		5,949.41	
Fundraising Expenditure		(398.52)		(1,947.07)	
Total Net Fundraising	Note 2		1,563.78		4,002.34
Surplus / (Deficit) after Fundraising			(19,708.27)		27,353.52
Balance b/f	Note 1	87,982.93		60,629.41	
Balance c/f		68,274.66		87,982.93	
			(19,708.27)		27,353.52

NOTES TO THE INCOME AND EXPENDITURE ACCOUNT

Financial Statement for the Year Ended 31 August 2023			
Notes to the Income and Expenditure Account			
Note 1: Cash & Bank Balance	1 Sep 23	31 Aug 23	Movement
Barclays Current Account	56,251.50	36,430.86	
Barclays Savings Account	31,731.43	31,843.80	
Total Balance Per Cashbook	87,982.93	68,274.66	(19,708.27)
Note 2: Fundraising	Income	Expenditure	Net
Amazon Smile	61.71	-	61.71
Bags 2 School	80.60	-	80.60
Charitable Donation	122.96	-	122.96
Christmas Cards	-	-	-
Christmas Decorations	67.50	-	67.50
Christmas Fair/Raffle/Auction	-	-	-
Church Services (Harvest, Nativity, Easter)	148.61	(60.00)	88.61
Easter Egg Trail	-	-	-
Easy Fundraising	133.07	-	133.07
Gift Aid	391.15	-	391.15
Ice Cream sales	-	-	-
Parental Contribution	185.00	-	185.00
Pre-School Uniform & Bags	257.00	(253.52)	3.48
School Photograph	47.00	-	47.00
Scoot-athon	-	-	-
Smartie Tubes	74.60	-	74.60
Summer Fair/Raffle/Auction	391.10	(85.00)	306.10
T Towel	2.00	-	2.00
Total Net Fundraising	1,962.30	(398.52)	1,563.78
Note 3: School Equipment & Resources	Expenditure		
Water wall	1098		
Large mud kitchen	708.74		
Sandpit & cover	480		
Grass topped nature table and stools	474		
Chalkboard Table	472.48		
5 piece kitchen set	346.5		
Outdoor play shop	336		
Den and accessories	274.99		
Play resources	251.47		
Pose & Play figures	184.69		
Waterproof mat	145.95		
Table and stand	134.99		
Sensory items	132.55		
Gardening resources	131.32		
Muddy faces tool kit	116.31		
Construction area	114.5		
Multi garage and cars	103.6		
Speed track, garage, hotwheels	93.97		
Walkie Talkies	91.84		
Drying rack	88.79		
Tuff tray and stand	85.98		
Barbie dolls and accessories	80.06		
Melissa and doug work bench	79.99		
Basketball stand & ball	78.21		
Arts and crafts	71.32		
Maths resources	69.75		
Perspex mirror	61.95		
Play sand	56.89		
Music resources	56.05		
Storage boxes	47.99		
Chalkboard 5 frame	43.19		
RE resources	39.58		
Phonics resources	38.42		
Small tyres and accessories pack	35.99		
Hide and seek play tunnel	32.95		
Heater for office	32		
Books	24.3		
Whiteboards	21.98		
Painting	12.28		
Total School Equipment & Resources	6,749.57		

	Note 4: Grant Expenditure	B/F	Received	Utilised	Remaining		
	Berkshire Community Foundation	437.47		437.47	-		
	National Lottery Community Fund	214.36		214.36	-		
	Spoore Merry Rixman Foundation	2,120.66		2,120.66	-		
	RBWM 2 yr Grant	5,000.00		-	5,000.00		
	Marsh Meadows Trust 2022	500.00		500.00	-		
	Marsh Meadows Trust 2023		500.00	456.11	43.89		
	Total Grant Expenditure	8,272.49	500.00	3,728.60	5,043.89		
	Note 5: Petty Cash	Starting	Movement	Retained			
	Petty Cash Float	1,000.30		224.88			
	Milk Rebate		(115.85)				
	Milk Expense		98.30				
	Admin / Postage / Stationery		31.55				
	Arts / Crafts / Equipment		176.89				
	Refreshments / Consumables		438.78				
	Staff Presents		19.00				
	Fundraising		-				
	Miscellaneous		9.87				
	Donation		1.03				
	Total Petty Cash	1,000.30	(659.57)	1,768.90			