

## **AGM Managers Report September 2019 - August 2020**

### **Wednesday 30<sup>th</sup> June 2021 - 7pm, Virtual.**

The Preschool utilisation for the year 19-20 was extremely healthy, both the Caterpillar and Butterfly Room started in September with a small number of available places. By November 2019 both rooms were completely full in the mornings, with only a few spaces in the afternoons. Kids Club continued to be extremely popular, with new children booking in regularly throughout the year, numbers continued to grow and we were regularly reaching over 25 children on our busiest days.

Preschool and Kids Club continued to raise money through our annual fundraising opportunities. In Autumn we held a sponsored autumn collection where the children raised money by collecting objects from our local community, we held our popular Christmas Fayre which as always was a fantastic event and in March we celebrated World Book Day with a week of fun and activities.

We continued with the involvement of outside professionals to enrich the opportunities for the children at preschool. Mrs Foster led her music and movement classes across both rooms, the children had a fabulous weekly Yoga class delivered by Arias mum, Lisa in the Autumn term and Mr Foster delivered a physical education programme in the spring term for our Butterflies.

In November we had a visit from the team at Hoglets, who delivered a fantastic session on Hedgehogs for our Autumn topic and in March we were visited by ZooLab and their amazing animals to link with our minibeast topic.

Ellie continued her apprenticeship course and we were delighted when she qualified as a level 3 practitioner in Summer 2020, well done Ellie on all your hard work and dedication.

In Spring 2020 the Covid pandemic took hold and following the Government imposing a National Lockdown we closed our doors on 20<sup>th</sup> March. The national lockdown continued into the summer term and after consulting with parents, checking government guidance on risk assessment and covid legislation we made the decision to keep preschool closed for the summer term. During the lockdown the staff worked hard on ensuring that all our families had regular contact with us, we provided weekly stories, crafts and activities for the children to watch and do, had twice weekly staff meetings via zoom, celebrated VE day and even did a weekly preschool performance for the children. During the summer term staff also updated their training and professional development using the Early Years Alliance EduCare site, completing a series of online training courses. In July all staff updated their Paediatric First Aid Training, completing 6hrs online and 6hrs face to face.

I would like to thank all of the committee members for their continued support of the preschool and kids club over the last 12 months.

Finally, I would like to thank my amazing team for all of their hard work and support in what has been a difficult and challenging year for everyone.

***Rachel Wright***

***Manager***



incorporating fearns marriott

Mrs Briony Foster  
Leek Westwood Pre-School  
Leek Westwood First School  
Westwood Road  
Leek  
ST13 8DL

Our ref clp/eb/le45

6 May 2021

Dear Briony

**Pre-School Accounts**

I have pleasure in enclosing two copies of the accounts for the year ended 31 July 2020.

If the accounts are approved at your meeting, will you please have the accounts countersigned on behalf of the Pre-School where indicated and then return the unbound copy to me. The bound copy is for your retention.

Your records are ready for collection at your convenience.

Finally, I take this opportunity of including our fee note which I trust you will find satisfactory.

Yours sincerely

Liz Bennett

Cherry Tree Court, Cross Street, Leek, Staffs, ST13 6BL. Tel: 01538 399231 | Fax: 01538 372398 | Email: [admin@fearnsmarriott.co.uk](mailto:admin@fearnsmarriott.co.uk)

Fearn's Marriott is a trading name of Bennett Brooks (Leek) Ltd which is a wholly owned subsidiary of Bennett Brooks & Co Ltd. Registered to carry on audit work in the UK and regulated by the Institute of Chartered Accountants in England and Wales. Company Number 12146993. Registered in England.

Registered office: St George's Court, Winnington Avenue, Northwich, Cheshire, CW8 4EE. A list of directors is open to inspection at the registered office.

[bennettbrooks.co.uk](http://bennettbrooks.co.uk)

Leek Westwood Pre-School  
 Year ended 31 July 2020

Assets

Fixed Assets	
Land & Buildings	100,000
Equipment	5,000
Motor Vehicles	10,000
Other Assets	5,000
<b>Total</b>	<b>120,000</b>
Current Assets	
Debtors	10,000
Prepayments	5,000
Stock	5,000
Other Assets	5,000
<b>Total</b>	<b>35,000</b>
<b>Total Assets</b>	<b>155,000</b>
Liabilities	
Creditors	10,000
Other Liabilities	5,000
<b>Total Liabilities</b>	<b>15,000</b>
<b>Total Liabilities &amp; Reserves</b>	<b>155,000</b>

**Leek Westwood Pre-School**  
**Statement of Accounts**  
 for the year ended 31 July 2020  
 Registered Charity Number: 1071076



**Leek Westwood Pre-School**  
**Year ended 31 July 2020**

**Accounts**

<b>Income &amp; Expenditure Account</b>	<b>2020</b>
	<b>£</b>
<b>Income</b>	
Receipts from Trading Activities inc. Fundraising	54,624
Grants received	149,055
Interest received	581
	<b>204,260</b>
<b>Expenditure</b>	
Salaries	160,107
Staff training	487
Human resources	1,647
Premises expenses (Staffs CC)	12,330
Maintenance & repairs	278
Heat & light	966
School dinners	7,706
Snacks	1,422
Toys & equipment	773
Consumables	1,631
Office expenses	260
Photocopier lease	1,298
Visits	526
Accountancy	489
Cleaning	612
Sundries	481
Depreciation	265
	<b>191,279</b>
<b>Surplus income over expenditure for the year</b>	<b><u>12,981</u></b>

**Leek Westwood Pre-School**  
**Year ended 31 July 2020**

**Accounts**

<b>Statement of Assets and Liabilities</b>	<b>2020</b>
	<b>£</b>
<b>Cash Funds</b>	
Charity account	15,743
Redundancy account	83,213
	<b>98,956</b>
<b>Assets Retained for the Charity's Own Use</b>	
Improvements to Property	4,047
Furniture, fixtures & fittings	208
	<b>4,255</b>
<b>Total</b>	<b><u>103,211</u></b>
<b>Represented by</b>	
Accumulated surplus	90,230
Surplus income over expenditure for the year	12,981
<b>Total</b>	<b><u>103,211</u></b>

**Accountants' Certificate**

We hereby certify that we have examined the attached accounts which are in accordance with the books and documents produced and the explanations given to us. A full audit is not required.

*Fearn Marriott*

**Fearn Marriott**  
*Chartered Accountants*  
Cherry Tree Court, Cross Street, Leek  
Staffordshire  
ST13 6BL

**Approved on behalf of Leek Westwood Pre-School**

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Dated .....



incorporating fearns marriott

Mrs Briony Foster  
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 Year ended 31 July 2020

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Motor Vehicle	1,000
Equipment	1,000
Plant & Machinery	1,000
Land & Buildings	1,000
Other Assets	1,000
<b>Total</b>	<b>5,000</b>
Current Assets	
Debtors	1,000
Creditors	(1,000)
Other Assets	1,000
<b>Total</b>	<b>1,000</b>
<b>Total Assets</b>	<b>6,000</b>
Liabilities	
Debtors	1,000
Creditors	(1,000)
Other Liabilities	1,000
<b>Total</b>	<b>1,000</b>
<b>Total Liabilities</b>	<b>1,000</b>
<b>Total Liabilities &amp; Assets</b>	<b>7,000</b>

**Leek Westwood Pre-School**

**Statement of Accounts**

for the year ended 31 July 2020

Registered Charity Number: 1071076



**Leek Westwood Pre-School**  
**Year ended 31 July 2020**

**Accounts**

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