

**Swaffham Pre-School Playgroup**

**Statement of Accounts**

**Year Ended**

**31st August 2023**

**WHITINGS LLP**

**Chartered Accountants & Business Advisers**

**Norfolk House, Hamlin Way**

**KING'S LYNN**

**Norfolk**

**PE30 4NG**

The trustees present their report and independently examined accounts for the year ended 31 August 2023

**Registered Address**

Swaffham Pre-School Playgroup  
Brandon Road  
Swaffham  
PE37 7EA

**Trustees**

The trustees who served during the year were:

Mr D Wells  
Mrs R Wells  
Mrs M Titmarsh

**Constitution**

The charity is governed by the Constitution adopted on 18 January 2000, subsequently amended 25 February 2009 and 1 March 2017.

**Objects**

The aims of the pre-school are to enhance the development and education of children, primarily under statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (A) Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- (B) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- (C) Instigating and adhering to and furthering the aims and objects of the pre-school learning alliance.

**Year Ended 31st August 2023**

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### **Activities and Achievements**

The pre-school has continued to provide its services throughout the year thanks to government funding and fees income, as well as its own fundraising from bingo, quiz and Easter hunt events.

We have referred to the Charity Commission's general guidance on public benefit in planning our activities. In particular the Trustees are careful to consider how planned activities contribute to the aims and objectives they have set.

### **Financial Review**

The year to 31 August 2023 was very strong from a financial perspective, with the covid-19 restrictions of the previous years largely coming to a close. Fees and funding income both saw a substantial increase and to cater for the increased demand there was also an understandable increase in wages. This success allowed the pre-school to invest further sums in new equipment, both for the benefit of the children, and for administrative purposes.

### **Approval**

- The trustees have approved the report above; and
- have authorised me to sign it on their behalf.



Michelle Titmarsh

~~Trustee~~ Treasurer.

Dated: 30.06.24

**Independent Examiner's Report to the Trustees**

**Year Ended 31st August 2023**

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I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 August 2023.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees, as a body, for my work or for this report.

**RESPONSIBILITIES AND BASIS OF REPORT**

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

I report in respect of my examination of the charity'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 2011 Act.

**INDEPENDENT EXAMINER'S STATEMENT**

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Dated:

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S Malkin ACA  
Whittings LLP  
Chartered Accountants & Business Advisers  
Norfolk House  
Hamlin Way  
Kings Lynn  
Norfolk  
PE30 4NG

## SCHOOL FUND - Receipts and Payments Account

Year Ended 31st August 2023

	Year Ended 31.08.23		Year Ended 31.08.22	
	£	£	£	£
<b><u>Income</u></b>				
Fees received	22,453		10,712	
DFEE, early years, and other funding	161,738		113,147	
Fundraising	2,393		2,763	
School uniform	200		219	
Interest received	264		11	
HMRC Job Retention Scheme grants	-		150	
Apprenticeship Grant	1,217		3,500	
<b>Total Income</b>		<u>188,264</u>		<u>130,502</u>
<b><u>Expenditure</u></b>				
Wages	110,098		80,112	
PAYE & NI	15,725		10,253	
Pension costs	2,620		2,467	
Maintenance & Repairs	1,382		1,544	
Food & Drink	329		101	
Insurance	484		476	
Purchase of books, toys & equipment	7,209		3,341	
Uniform costs	938		496	
Training	585		1,015	
Rent & utilities	1,288		1,565	
Rates, licences & fees	657		480	
Post & stationery	637		845	
HR Legal Fees	2,023		-	
Sundry expenses	851		856	
Sage Subs	706		670	
Legal & professional	390		60	
Cleaning	470		981	
Early years costs	-		-	
Hire of equipment	157		144	
Telephone	937		461	
Bank Charges	104		100	
Computer/telephone equipment	2,984		454	
<b>Total Expenditure</b>		<u>150,573</u>		<u>106,422</u>
<b>Surplus/(Deficit)</b>		<u>37,691</u>		<u>24,080</u>

I approve the above Receipts and Payments Account in respect of the Swaffham Pre-School Playgroup as prepared by Messrs Whittings LLP from the accounting records and information and explanations supplied by us.

Date:



Janine Cannon  
Chair

Date:



Michelle Titmarsh  
Treasurer

## SCHOOL FUND - Notes

Year Ended 31st August 2023

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1. Bank Balances

	Year Ended 31.08.23		Year Ended 31.08.22	
	£	£	£	£
Current Account	14,758		7,394	
Savings Account	79,561		49,298	
Deposit Account	<u>11,968</u>		<u>11,968</u>	
		106,287		68,659
		<u>          </u>		<u>          </u>