



**St. Cuthberts Pre-School Playgroup  
(Churchtown)**

# **Annual Report for the year ended 31 August 2024**

Registered Charity No. 1085385

## **St Cuthbert's Pre-School Playgroup (Churchtown)**

Registered Charity No 1085385

Trustees' Report for the year ending 31<sup>st</sup> August 2024

The Pre-School Playgroup is recognised as an important part of the outreach from the Church of St Cuthbert, North Meols and has been in operation at St Cuthbert's for over 30 years. It became a registered charity in March 2001 with its operation being entrusted to Trustees from 1<sup>st</sup> September 2000.

Mr S J Evans (Chairperson)

Mr P Howard (Treasurer)

Rev K J R Clarke

Mrs J Broadbent

Mrs D Lavery

Mr G Malins

### **Manager:**

Mrs M Wignall

**Bankers :** NatWest, Southport

**Accountants :** Mayfair Associates, 21A Hoghton St, Southport PR9 0NS

### **Objectives of Charity**

To enhance the development and education of children under statutory school age, by offering appropriate teaching programmes recommended by Ofsted and providing play facilities to all children regardless of race, culture, religion or means.

### **Review of Activities and Achievements**

During the year 2023/2024 the Pre-School has provided high quality Early Years education and care for 2 to 5 year olds and it has continued to be as popular as ever with parents in the local area. During the Autumn Term the numbers attending were good, with the children enjoying outings to the local Botanic Gardens park and all our usual Christmas activities, including a visit from Father Christmas. As a group we raised over £1,000 for the Children in Need Appeal.

During the Spring Term the number of children attending the setting increased which meant we were full with several children on the waiting list.

In the Summer Term we invited parents/carers to join us for our Annual Sports Day and Pre-School Café, both of which were a great success. Also, during the Summer Term the Pre-School funded an outing for parents, children and staff to Blackpool Zoo. A lovely day was had by everyone.

Staffing levels continue to be above those required by Ofsted leading to positive outcomes for all children attending St Cuthbert's Pre-school.

We have continued to maintain close links with St Cuthbert's Church, visiting the Church at Christmas and for our Leavers Service. We also joined in the Church Rose Queen and Summer Fair celebrations.

The ongoing efforts of the hardworking staff team to keep the children safe and engaged reflects in the enjoyable atmosphere always evident at the pre-school.

### **Financial Assessment**

The Trustees are made aware of the financial position of the charity with updated statements of accounts at committee meetings. Our Accountants produce Income & Expenditure Analysis at each Term end.

The Income and Expenditure Accounts to 31 August 2024 evidence Total Income @ £182,406 compared to previous year @ £170,081. This is mainly due to general increase in numbers of children attending. Each term shows healthy level of Turnover with good growth in Fees/Funding. On the Expenditure side, this amounted to £175,912 which was substantially up c£22K on previous year outgoings of £153,621. Whilst there was a number of inflationary increases, the main increases were due to circa £7K wages/salaries, Pension

Contributions c£1.8K and Rental & Utilities increase/utilities of c£6.5K. There was also a need to upgrade Play Equipment at £5.6K. Close control of outgoings is uppermost in Management and Trustees strategy.

The net result shows a Surplus for the year @ £ 6,493 ( £16,459 in 2023) in the Income and Expenditure Statement to 31 August 2024 .

From the Balance Sheet at 31 August 2024, net assets/total reserves have increased to £202,585 (£196,092 in 2023).

### **Reserves**

The Trustees are of the opinion that reserves are adequate to meet the ongoing needs of the Charity in current circumstances. Funds are lodged with NatWest Bank plc in current and reserve accounts.

### **Policies**

Policies and organisational structure of the Charity are determined by the Trustees who delegate powers of day to day operation to Mrs Margaret Wignall, as Pre-School Manager. To assist achieving the objectives of the Pre-School, qualified personnel are employed and staff training is encouraged to ensure that we meet guidelines and work to best practice.

As part of our policy, we are constantly reviewing the need to look at the best use of surplus funds for the benefit of the children's education needs.

### **Risk Assessment**

Risk assessment is carried out to meet the requirements of Ofsted and to follow the guidelines of the Pre-School Learning Alliance Insurance Scheme. Trustees are satisfied that sufficient Policies and Procedures exist and are implemented to mitigate against operational risks.

**Signed:**

**S J Evans,**

**Chairperson**



**on behalf of Trustees of St Pre-School Playgroup**

**Dated: 27 January 2025**





Section A

Independent Examiner's Report

Report to the  
trustees/members of

Charity Name

St Cuthbert's Pre-School Playgroup (Churchtown)

On accounts for the year  
ended

31 August 2024

Charity no  
(if any)

1085385

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022.

Responsibilities and  
basis of 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.

Independent  
examiner's 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:

Date:

27/01/2025

Name:

T J Wright

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

BA (Hons), FCCA

Address:

Mayfair Associates, 21a Hoghton Street, Southport, PR9 0NS



## Receipts and payments accounts

For the period from	01/09/2023	To	31/08/2024
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees - Pre-School	-	170,599	-	170,599	156,760
SEN Funding	-	-	-	-	7,450
EYPP Funding	-	473	-	473	549
Snack Money	-	3,176	-	3,176	3,538
Parties	-	221	-	221	200
Coffee Morning/ Cafe	-	293	-	293	332
Goods for resale - sweatshirts	-	312	-	312	223
Goods for resale - book bags	-	14	-	14	
Photo sales commission	-	53	-		
Disability Access Fund	-	881	-	881	
Bank Interest	-	1,679	-	1,679	1,030
Outings	-	50	-	50	
Grants	-	3,396	-	3,396	-
EYPDP Funding	-	1,260	-	1,260	-
<b>Sub total (Gross income for AR)</b>	-	182,407	-	182,407	170,082
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	182,407	-	182,407	170,082
<b>A3 Payments</b>					
Wages - Pre-School	-	124,737	-	124,737	110,418
Wages - SEN Support	-	329	-	329	7,788
Pension cost	-	6,322	-	6,322	4,594
EYPP	-	-	-	-	
Rent	-	16,000	-	16,000	13,500
General Expenses	-	1,680	-	1,680	1,008
Repairs & Sundries	-	549	-	549	634
Accountancy Fees	-	3,567	-	3,567	3,320
Office Consumables	-	820	-	820	896
Cleaning & Toiletries	-	1,203	-	1,203	1,476
Staff Refreshments	-	48	-	48	152
Childrens Refreshments	-	1,886	-	1,886	1,373
Play Equipment - consumables	-	492	-	492	1,676
Play Equipment - toys, books etc	-	5,639	-	5,639	3,061
Pianist	-	670	-	670	668
Parties	-	113	-	113	53
Coffee Morning / Café	-	174	-	174	244
Outings	-	2,103	-	2,103	287
Telephone & Wifi Expenses	-	402	-	402	304
Goods for Resale - sweatshirts	-	312	-	312	222
Goods for Resale - book bags	-	-	-	-	
Insurance	-	1,253	-	1,253	1,134
Subscriptions	-	260	-	260	336
Website / IT	-	281	-	281	281
Donations	-	-	-	-	
Staff Training	-	534	-	534	94
Staff Meetings	-	-	-	-	
Rose Queen	-	-	-	-	103
Support grant expenditure	-	2,258	-	2,258	
Heat and light contribution	-	4,000	-	4,000	-
Casual work	-	281	-	281	-
<b>Sub total</b>	-	175,913	-	175,913	153,622

A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<i>Total payments</i>	-	175,913	-	175,913	153,622
<i>Net of receipts/(payments)</i>	-	6,494	-	6,494	16,460
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	196,092	-	196,092	179,632
<i>Cash funds this year end</i>	-	202,586	-	202,586	196,092



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Current Account	-	85,689	-
	Bank Reserve Account	-	116,702	-
	Petty Cash	-	195	-
	<b>Total cash funds</b>	-	202,586	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	P Howard	Mr P Howard	27/01/2025	