

# **Accounts 2024 - 2025**

Charity No: 1087651



## Committee 2024 / 2025

Chairperson

Sophia Reader

Treasurer

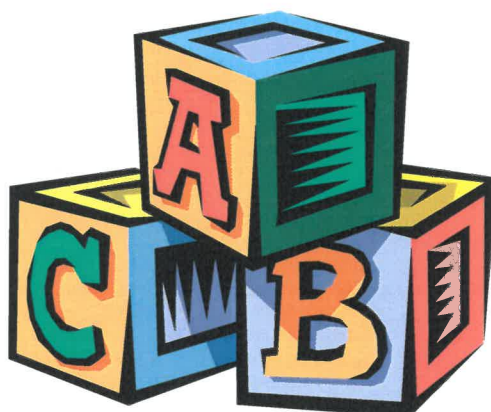
Stephen McCormick

Secretary

Patricia Evans

Committee Members

Samantha Ingham  
Doreen Quayle  
Laura Horsley  
Leslie Moss (Church  
representative)  
Kerry Masters  
Sam Macfarlane



## **Report of the trustees for the year ended 31<sup>st</sup> March 2025**

### **Introduction**

The aim of the charity is to provide free pre-school education to children between the ages of two years nine months to four years for a maximum of twenty children, selected by an admissions list. This admissions list operates on a date of birth priority system. Spinney Pre-School was formed in April 2001.

### **Activities of Spinney Pre-School**

Pre School have continued to promote an educational, happy, and warm environment ensuring all children are encouraged to continually learn and develop. We have nurtured children's development by catering for individual needs and interests. We have a successful committee who are enthusiastic and supportive in all that they do. All committee members have had a suitability letter.

We continue to teach children through their interests and topic themes, which included The Gruffalo, The Very Hungry Caterpillar, All about Me, Superheroes, Winter and People who Help Us.

We have continued to develop links with outside agencies, such as St Michaels with St Thomas Church, we had Chicks on Wheels come into Pre School to entertain the children at our Christmas party and inviting Paul Delaney in to do some singing with the children. We also had lots of Visitors in for our topic People who Help Us. This included Red Watch (Fire Fighters), Police, Nurse, just to name a few. We have good links with the Early Years Partnership Team and continue to have links with the Early Years Alliance.

We have continued to develop our outside play area and enhance the continuous provision by adding resources such as a climbing frame which promotes climbing, crawling etc and the children absolutely love it. We continue to use our allotments and have enjoyed planting with Mrs Masters and also grown our own potatoes. We have also continued to self-moderate learning areas in order for us to purchase new equipment. The outdoor area is a big success, and we are extremely happy that we can continue to access outdoor play regularly with the children, although, we are still looking to make an outdoor classroom/quiet area under the canopy.

We monitor our practice through the operational plan, the self-assessment for Ofsted and through reports given to us from the Early Years Team and the LA. We also do room area moderation/assessment, weekly/topic evaluations, and peer on peer observations to maintain high standards through self-reflection.

We share information with Parents and Carers through diaries, newsletters, emails etc. Again, we decided to not have meetings with Parents at the end of the year, but if Parents need to chat, we do have an 'Open door policy'. Staff put a business plan together every April with objectives for the following year.

Our Facebook page is 'Great success' as we constantly have had plenty of positive feedback from the Parents/Carers. We have continued to put what we will be having for snack on Facebook to inform them. Parents seem to like this as they know what their child is eating between mealtimes.

Our 30-hour sessions continue to be a great success, and the children are benefiting from this.

## Running of the Pre-School

### Income Generation.

During the 2023-24 year the pre-school received local authority grants totalling £68,278.80. This equates to 87.25% of the pre-school income for the year and is £8,860.11 lower than 2023-24. This is due to reduced pupil numbers.

During the 2024-25 year we were able to host an Easter and Christmas bingo which raised £2,161.81 for our fund raising for the full year. This was an increase of £224.61 on the previous year.

Parental subs and snack money raised a total of £6,901.98. (This represents 8.82% of the income received).

Also, during the year, the setting received £100 of charitable donations.

### Resources Expended

Wage costs are the largest expenditure item for the pre-school, amounting to £61,761.53 for the two permanent members of staff, 1 part time member of staff and temporary covering staff paid on an ad hoc basis. £7,256.59, was paid in taxes and NI. The pension's contributions totalled £3,235.86 for the year.

In total the employment costs were £72,253.98 which is 92.29% of total income.

Total Expenditure of £85,275.28 represents 108.93% of the income received.

During the year our expenditure on electricity and water totalled £1,114.66, which is 1.42% of our total income.

During 2024-25 the Pre-School spent £403.94 on fixed assets, which equates to 0.52% of income. This was intentionally kept low, knowing that employment costs would be higher this year.

Other significant items of revenue expenditure are snacks for the children at £1,522.31, 1.94% of income and bookkeeping costs of £1,122.63, 1.43% of income.

Building & Contents insurance came to £1,516.44, which was an increase due to an increase of cover.

Our trips and transport cost £1,214.23 which is 1.55% of income, which was offset by £842.50 received from the parents for trips.

This year the Pre-School has made a deficit of £6,990.29.

The closing cash balance for 2024-25 was £85,564.68.

This is made up of the 2023-24 available balance of £92,554.97 – the deficit of £6,990.29 to arrive at the balance of £85,564.68.

This is a sustainable balance for the coming financial year.

## Governance and Internal Control

The Committee is selected at the Annual General Meeting from nominations, voted on by the residing committee of Parents/Carers and then other interested parties. There is a staff representative at each meeting. Staff cannot be elected on to the committee because they are paid by the committee.

The Committee shall consist of three officers (Chair, Secretary and Treasurer) and not less than two or more than nine elected members and if the Committee so decides not more than three members co-opted by the Committee.

Officers, elected member's and co-opted members each have one vote. In the event of a tie the Chair has a second or casting vote.

A quorum shall be not less than half the Committee, including two of the officers. No co-opted members can sit for more than four consecutive years.

The Committee meets at least three times a year plus whenever an issue needs to be resolved. All decisions taken by the Committee are discussed in full and voted on at the meetings.

## Charity Law and Accounting Standards.

Charity law requires the committee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit for that period. In preparing those financial statements the committee have: -

- selected suitable accounting policies and applied them consistently.
- made judgements and estimates that are reasonable and prudent.
- prepared the financial statements on the going concern basis.

The Committee have overall responsibility for ensuring that the charity has appropriate control systems, financial and otherwise. They are also responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity law. The Committee are also responsible for safeguarding the charity's assets, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The committee have discussed the issue that a registered Auditor needs to be appointed to verify the yearly accounts and this matter is being dealt with.

Approved by the Trustees on 17/9/25 and signed on their behalf by

Sophia Reader (Chairperson)

  
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## INDEPENDENT ACCOUNTANTS REPORT TO THE TRUSTEES OF SPINNEY PRE-SCHOOL

I report to the trustees on my examination of the financial statements of Spinney Pre-school for the year ended 31 March 2025.

### Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements 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

I have completed my examination. I 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 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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.



Giles Mattocks FCA  
Independent Examiner

Mattocks Grindley  
Chartered Accountants  
18 Mulberry Avenue  
Turnstone Business Park  
Widnes  
Cheshire  
WA8 0WN

Date 17/1/25

## Receipts and Payments Account for the Year ended 31<sup>st</sup> March 2025

### Income

|                           |                  |
|---------------------------|------------------|
| Local Authority Grants    | 68,278.70        |
| Parental Fees/Snack Money | 6,901.98         |
| Trip                      | 842.50           |
| Fund Raising              | 2,161.81         |
| Charitable Donations      | 100.00           |
| Bank Interest             | 0.00             |
| <b>Total Income</b>       | <b>78,284.99</b> |

### Expenditure

|                             |                  |
|-----------------------------|------------------|
| Fixed Assets                | 403.94           |
| Salary Costs                | 61,761.54        |
| Tax & NI                    | 7,256.59         |
| Pension Contributions       | 3,235.86         |
| Insurance                   | 1,516.44         |
| Rental of Mobile Unit       | 0.00             |
| Heating, Lighting & Water   | 1,114.66         |
| Repairs/General             | 0.00             |
| Repairs & Maint.            | 1,465.00         |
| DBS Checks/Ofsted           | 102.00           |
| Snacks                      | 1,522.31         |
| Gardening                   | 14.00            |
| Materials – Stationery      | 399.27           |
| Materials – Art             | 206.58           |
| Materials – Cleaning        | 334.00           |
| Consumable's pc/printer     | 72.31            |
| Consumables                 | 305.13           |
| Clothing                    | 0.00             |
| Gifts                       | 537.13           |
| Reg Charity Donations       | 0.00             |
| Book Keeping Fees           | 1,122.63         |
| Legal fees                  | 0.00             |
| Information Commission      | 35.00            |
| Umbrella Licence (Media)    | 154.48           |
| Entertaining                | 68.17            |
| Educational Visitor         | 150.00           |
| General Expenses            | 0.00             |
| Postage                     | 0.00             |
| Internet Website & Software | 946.65           |
| Telephone                   | 203.82           |
| Photography                 | 5.70             |
| Journals                    | 151.20           |
| Training                    | 0.00             |
| School Trip                 | 1,214.23         |
| Health & Safety             | 286.01           |
| First Aid                   | 12.45            |
| EYPP Funded Purchases       | 678.18           |
| <b>Total Expenditure</b>    | <b>85,275.28</b> |

|   |                  |
|---|------------------|
| <b>Surplus / (Deficit) for the year</b> | <b>-6,990.29</b> |
|---|------------------|

## Movement on Reserves at 31<sup>st</sup> March 2025

| Current assets      | Opening Balance  | Closing Balance  | Change           |
|---------------------|------------------|------------------|------------------|
| Cash at Bank        | 92,483.39        | 85,524.98        | -6,958.41        |
| Cash at Hand        | 71.58            | 39.70            | -31.88           |
| Surplus / (Deficit) | <b>92,554.97</b> | <b>85,564.68</b> | <b>-6,990.29</b> |
| Restricted Fund     | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      |
| <b>Total</b>        | <b>92,554.97</b> | <b>85,564.68</b> | <b>-6,990.29</b> |

## Notes forming part of the financial statements for the year ended 31 March 2025.

### 1) Accounting Policies

#### a) Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" 2005, and with applicable accounting standards. These financial statements are drawn up on the historical cost accounting basis.

#### b) Status

Spinney Pre-School is a registered charity, No. 1087651.

#### c) Fund Accounting

All restricted funds have now been used and the balance is now zero.

All other funds were unrestricted and are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

#### d) Income Resources

All income resources are included in the Statement of Financial Affairs when the charity is legally entitled to the income and can be quantified with reasonable accuracy.

#### e) Resources Expended

All expenditure is accounted for on a receipts and payments basis, consistent for charity with a Gross income or total expenditure over £10,000 (but with gross income not over £100,000) in the relevant financial year.

#### f) Tangible Fixed Assets and Depreciation

All assets purchased by the pre-school have been included in the valuations. Items that have been donated have been excluded because of the difficulty of assigning a historical value.

An estimated economic life of the assets has been assumed to be three years.

### 2) Donations and Gifts

|                   | 2024-2025 |
|-------------------|-----------|
| Lottery Grants    | 0.00      |
| Corporate Donors  | 0.00      |
| Private Donations | 100.00    |
|                   | <hr/>     |
|                   | 100.00    |

### 3) Staff Costs Trustees Remuneration

No trustees received any emoluments during the year.

|                       | 2024-2025 |
|-----------------------|-----------|
|                       | £         |
| Salaries              | 61,761.53 |
| Social Security Costs | 7,256.59  |
| Pension Contributions | 3,235.86  |
|                       | <hr/>     |
|                       | 72,253.98 |

### 4) Tangible Fixed Assets

Due to the small size of the pre-school all items of spending on fixed assets have been accounted for. For depreciation purposes a useful life of three years has been assumed for these items.



| Fixed Assets      | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 | 2024-2025 |
|-------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| B/fwd             | 8,468.02  | 6,813.14  | 6,329.22  | 4885.73   | 4709.09   | 3575.79   | 4564.66   | 4338.89   | 4100.03   |
| Additions         | 1,050.09  | 2,011.70  | 859.19    | 1789.80   | 710.21    | 3095.93   | 2066.88   | 1757.72   | 403.94    |
| Disposals / w'off | 150.00    | 400.00    | 400.00    | 400.00    | 400.00    | 600.00    | 600.00    | 600.00    | 600.00    |
| At Year End       | 9,368.09  | 8,427.84  | 6,788.41  | 6245.53   | 5019.30   | 6071.72   | 6631.54   | 5496.61   | 3903.96   |
| Depreciation      | 2,554.95  | 2,098.62  | 1,902.68  | 1536.44   | 1443.51   | 1507.07   | 1692.65   | 1396.58   | 1196.06   |
| Net book Value    | 6,813.14  | 6,329.22  | 4,885.73  | 4709.09   | 3575.79   | 4564.66   | 4338.89   | 4100.03   | 2707.90   |

#### 5) Debtors

The pre-school did not have any debtors at the year-end.

#### 6) Creditors

The pre-school did not have any creditors at the year-end.

#### 7) Financial Commitments

The pre-school did not have any outstanding financial contracts or commitments at the year-end.