

Chairman report

It has been a productive financial year at Sunbeams pre-school. We have had a continued increase in child numbers attending, more than likely due to increased movement into the area as well as more parents taking up the 15 or 30 hours funding.

Our body of staff has changed somewhat, but continues to grow. We had originally taken on Vikki Smith as bank staff and she has continued to prove herself to be a more than capable member of the team. This resulted in us offering her a permanent contract in the latter part of the year. Hannah Irvine has also stepped up massively over the last year and we are currently looking at building evidence to be able to class her as a level 3 qualified member of staff. Paula Pay continues to act as an outstanding deputy manager and has stepped into the breach on a number of occasions to support the pre-school manager Lisa. I cannot express enough gratitude to the team as a whole.

Lisa continues to do an amazing job to build the reputation of the pre-school and by outstanding word of mouth between parents and the community, the numbers of children attending the preschool has continued to grow to record levels. This has all been backed up by the good Ofsted report that was gained in the last year. The staff all performed amicably, and this has highlighted yet again the strength of the pre-school at present.

We also have said goodbye to some staff, with Karen Moss and Karine Wood having left within the last few years. Recently we have also developed the need for more staff due to increased need within the setting, in relation to several children with a higher level of need. This has meant that we have appointed Rebecca Bland, originally to be bank staff, but to secure her in post we have offered her a permanent contract. This again is helping to build an even stronger team of childcare professionals in the North Mundham community as Rebecca will be attending college, as well as working at the pre-school and potentially training to do the level 3 or 6 qualification.

Generally, the pre-school is in a strong position, although we need to continue to build the staff body, mainly through the continued advertisement for bank staff to ensure that we have suitable cover when needed. As ever, we have continued to struggle over the years with recruiting trustees, with myself still acting as chairman/treasurer/secretary. Claire Thompson has just given in her notice as a trustee. We thank her for the years of support with regard to the preschool. We desperately continue to try to encourage other members of the preschool to be involved and become trustees and now are looking into updating our constitution to enable us to recruit some trustees more easily.

Lastly with regard to fundraising, as will be commented on in the treasurer section, our finances remain positive and we will continue to take part in community fundraising, acting to run stalls during the North Mundham Gala.

Our turnover for this last financial year has increased, which is mainly due to increase in child numbers/hours and an increase in parents able to claim West Sussex County Council 15 or 30 early years funding.

Our reserve bank account is well established, continuing to earn interest, substantially more than the previous year – 2023-24. This is in place to ensure we have enough resources to cover reduced child numbers or potential staff redundancies.

Expenditure on staff training was down compared to the previous financial year. Ofsted did raise availability of staff training as a point for development and we will continue to encourage staff to take up training on offer.

Wages and salaries has gone up a little in the last financial year, mainly due to hourly rate increases associated with UK increases to the minimum wage and passing on this benefit to more experienced staff. This will continue to increase over the years as minimum wage increases and potentially more staff are working more hours over the week.

Administration costs have stayed fairly constant compared to the previous year, although I would expect these to be larger for the next financial year as cost of living bills continue to rise.

Finances spent on consumables, mainly new resources etc did drop a little in comparison to the previous financial year. This is very variable, and will no doubt increase for the next financial year as we are updating and replacing some key child resources.

Other costs have risen for this last year, mainly relating to offering more trip or in house activities to further develop the children's early years' experience.

Printing and stationary costs have increased again on from the last financial year. This again is attributed to increased costs from suppliers.

The rent costs associated with renting the annexe from North Mundham Village Hall have also increased a lot for this year, on paper. Although this is mainly due to billing for the rent being received less frequently over this financial year, meaning less payments were made out in the year 2023-2024.

Overall, our profit is down compared to last year, but this still puts us in a good position for the years ahead, as staffing, administration and consumables costs continue to rise. The main bank balance has more than sufficient funds accumulated over the last 3 financial years, mainly due to reduced staffing costs as Sunbeams now runs at or just above ratio for staffing compared to child numbers. We will continue to invest in the preschools resources and staff training, as well as considering how Sunbeams can help other similar institutes in the West Sussex area.

Manager comments –

In October last year, we had our Ofsted inspection and achieved a “good” in all areas. Credit has to go to the staff that shone through on the day and showed their incredible professionalism. We are very busy at the moment with 30 children on roll, 3 of whom are SEN. This has in itself presented some staffing challenges, and some staff members which have not worked out for one reason or another. However, we have now taken on Becca who has started in the last few weeks and I am confident that we have now made the right choices. This has also meant I have been able to come out of numbers a bit and catch up on paperwork.

This term we are looking forward to sports day, graduation and our end of term party. However, it will be met by some sadness this year as we see off 20 of our 30 cohort to “big” school, and will be starting transition after the half term break. We have a few new starters already for September, however we will be quiet for at least the first month coming back.

So, thank you to Paula, Hannah, Viki and Becca who continue to support the pre-school and give their all on a daily basis. And also thank you to our chairman, Alex, who continues to give his time on a voluntary basis.

	September	October	November	December	January	February	March	April	May	June	July	August	Totals
Income													
Fees (Actual)	£2,662	£1,538	£1,677	£1,614	£1,599	£1,227	£1,196	£2,259	£1,754	£1,151	£1,389	£202	£18,268
WSCC Free Entitlement	£0	£5,569	£0	£16,861	£0	£7,494	£0	23487.66	0	9833.94	£19,929	£0	£83,175
Fundraising/Other income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Totals income	£2,662	£7,107	£1,677	£18,475	£1,599	£8,721	£1,196	£25,747	£1,754	£10,985	£21,318	£202	£101,443
Expenditure													
Wages	£4,079	£3,342	£4,450	£4,038	£4,911	£3,683	£4,863	£3,846	£5,613	£6,196	£5,376	£4,533	£54,930
PAYE & Pension Contributions	£0	£244	£831	£147	£0	£232	£646	£0	£982	£0	£440	£805	£4,327
Rent	£6,512	72	£0	0	£5,706	£1,733	0	£2,918	£0	£0	3018.14	£0	£19,959
Staff Training	£0	£0	£0	£0	£0	£84	£0	£0	£0	£0	£0	£0	£84
Stationary & Postage	£24	£24	£24	£24	£24	£24	£24	£24	£24	£24	£24	£24	£288
Accountancy	£253	£0	£101	£88	£0	£0	£34	£0	£0	£0	£0	£107	£583
Administration	£121	£229	£167	£220	£918	£121	£121	£226	£245	£147	£135	£265	£2,915
Fundraising Costs	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Equipment & Uniforms	£456	£1,005	£154	£74	£783	£134	£248	£165	£66	£214	£345	£118	£3,760
DBS / CAPITA	£0	£0	£65	£0	£62	£0	£0	£0	£0	£0	£0	£9	£136
Trips / staff meal / Other	0	£337	£360	£512	£0	£635	£225	£125	£580	£105	£111	£255	£3,245
Total expenditure	£11,445	£5,253	£6,153	£5,103	£12,405	£6,645	£6,161	£7,304	£7,509	£6,687	£9,448	£6,116	£90,228
Profit/Loss	-£8,783	£1,854	-£4,475	£13,371	-£10,806	£2,076	-£4,964	£18,442	-£5,755	£4,298	£11,870	-£5,914	£11,215
Cummulative	-£8,783	-£6,929	-£11,404	£1,967	-£8,839	-£6,763	-£11,727	£6,715	£961	£5,259	£17,129	£11,215	
Balance at bank	£ 42,913	£ 45,337	£ 39,235	£ 52,697	£ 41,893	£ 43,968	£ 39,003	£ 57,135	£ 51,430	£ 55,702	£ 67,598	£ 61,887	
Reserve account balance	£ 21,649	£ 21,649	£ 21,649	£ 21,724	£ 21,724	£ 21,724	£ 21,805	£ 21,805	£ 21,805	£ 21,887	£ 21,887	£ 21,887	
Fundraising Account	£ 2,214	£ 2,214	£ 2,214	£ 2,221	£ 2,221	£ 2,230	£ 2,230	£ 2,230	£ 2,230	£ 2,238	£ 2,238	£ 2,238	

Sunbeams Pre-School (North Mundham)

Unaudited Financial Statements for the Year ended
31 August 2024

Draft

Sunbeams Pre-School (North Mundham)

Contents of the Financial Statements

Business Information	2
Profit and Loss Account	3
Balance Sheet	4
Detailed Profit and Loss Account	5

Draft

Sunbeams Pre-School (North Mundham)

Business Information

for the year from 1 September 2023 to 31 August 2024

Proprietor Mr Alex Read

Address The Pavillion
School Lane
North Mundham
Chichester
PO20 1QH

Accountant KSL Accountants & Business Advisors
9 Vinnetrow Business Park
Vinnetrow Road
Chichester
West Sussex
PO20 1QH

Sunbeams Pre-School (North Mundham)

Profit and Loss Account

for the year from 1 September 2023 to 31 August 2024

	2024 £	2023 £
Turnover	97,774	90,534
Other income	326	87
Staff costs	(59,255)	(56,595)
Depreciation and other amounts written off assets	(1,962)	(1,962)
Other Charges	<u>(30,689)</u>	<u>(19,532)</u>
Profit for the year	<u>6,194</u>	<u>12,532</u>

Sunbeams Pre-School (North Mundham)

Balance Sheet as at 31 August 2024

	2024 £	2023 £
Fixed Assets	596	2,559
Current Assets	86,022	75,684
Creditors amounts falling due within one year	(7,302)	(4,923)
Net current assets (liabilities)	78,720	70,761
Total assets less current liabilities	79,316	73,320
Accruals and deferred income	(240)	(438)
Net assets (liabilities)	79,076	72,882
Capital and reserves	79,076	72,882

These financial statements have been prepared in accordance with UK Generally Accepted Accounting Principles.

They were approved on 13 May 2025 by:

Mr Alex Read
Proprietor

Sunbeams Pre-School (North Mundham)

Detailed Profit and Loss Account for the year from 1 September 2023 to 31 August 2024

	2024 £	2023 £
Turnover		
Fees	97,774	90,534
	<u>97,774</u>	<u>90,534</u>
Other Operating Income		
Bank Interest Received	326	87
	<u>326</u>	<u>87</u>
Staff Costs		
Staff Training	84	465
Wages and Salaries	59,171	56,130
	<u>59,255</u>	<u>56,595</u>
Depreciation, amortisation and impairment expense		
Depreciation on Classroom Equipment	1,962	1,962
	<u>1,962</u>	<u>1,962</u>
Other charges		
Administration	2,915	3,013
Consumables	4,145	6,170
Other	3,245	2,427
Printing and Stationery	423	167
Rent	19,961	7,755
	<u>30,689</u>	<u>19,532</u>
Profit for the year		
Net Profit	6,194	12,532
	<u>6,194</u>	<u>12,532</u>