

## **Minutes for the Gipsey Bridge Pre-school AGM**

**Date: 21/11/22      Meeting opened at: 19.00pm**

1.	Present/Apologies/ Absences																					
	<b>Name</b>	<b>Initials</b>	<b>Position</b>	<b>Present (P), Apologies sent (A), Absent –no apologies sent (AB)</b>																		
	Maxine Holland	MH	Manager/Member	P																		
	Elaine Mitchell	EM	Secretary	P																		
	Ruth Mountain	R.M	Treasurer	P																		
	Rachael Peacock	RP	Vice Chair	P																		
	Kate Dean	KD	Chair	A																		
	Meg Kelly	MK	Safeguarding officer	P																		
	Debbie Anderson	DA	Member	P																		
	Michelle Booth	MB	Member	P																		
2.	<b><u>Minutes of last meeting held on:</u></b> 15/11/21  Pro – R.M    2 <sup>nd</sup> M.B																					
3.	<b><u>Matters arising from last minutes:</u></b> <table><tr><td><b><u>Description</u></b></td><td><b><u>By Who</u></b></td><td><b><u>Current status</u></b></td></tr><tr><td>Constitution – to be agreed by all</td><td>All</td><td><b><u>Ongoing</u></b></td></tr><tr><td>IT Specialist to update system/website</td><td>MH</td><td><b><u>Ongoing</u></b></td></tr><tr><td>Annual Parent questionnaire (Covid)</td><td>M.H</td><td><b><u>Not regarding COVID but regarding services offered – achieved</u></b></td></tr><tr><td>Seeking business sponsors</td><td>M.H</td><td><b><u>Ongoing</u></b></td></tr><tr><td>Fee increase April 2022</td><td>M.H</td><td><b><u>Achieved</u></b></td></tr></table>				<b><u>Description</u></b>	<b><u>By Who</u></b>	<b><u>Current status</u></b>	Constitution – to be agreed by all	All	<b><u>Ongoing</u></b>	IT Specialist to update system/website	MH	<b><u>Ongoing</u></b>	Annual Parent questionnaire (Covid)	M.H	<b><u>Not regarding COVID but regarding services offered – achieved</u></b>	Seeking business sponsors	M.H	<b><u>Ongoing</u></b>	Fee increase April 2022	M.H	<b><u>Achieved</u></b>
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4.	Chair persons report:																					

5.	<p>Treasurers Report:</p> <p>Fee's have increased, we have introduced the experience &amp; adventure fee which is allowing us to take the children out in the community, have forest school, stay and play sessions etc</p> <p>Accounts were discussed and accepted.</p>												
6.	<p>Managers Report:</p> <p>A year that has flown by extremely quickly, so much in my vision not enough time to achieve anything. On reflection I have noticed and admitted to myself that I need to break these down and park some things to the side and work on developing one thing at a time. This means business's to sponsor us has been parked and will be revisited, that said our little explorers program is really going well and as we access the wider community we are being noticed more by businesses, I hope that this may lead to contributions and offers of support in the coming year.</p> <p>This year has seen Kate be very successful in getting prizes from local businesses for events which has really helped make these events successful</p>												
7.	<p>Any Other Business:</p> <p>Kate Dean is stepping down from her position as Chair  Ruth Mountain is stepping down from her position as Treasurer but would like to remain as a sub member that can be called upon if needed for any advice etc  Rachel Peacock is happy to remain in her position for 1 more year  All other members are happy to remain</p>												
8.	<p><b><u>Action points:</u></b></p> <table border="1"> <thead> <tr> <th>Action point description</th><th>By who</th></tr> </thead> <tbody> <tr> <td>Constitution – to be agreed by all</td><td>All</td></tr> <tr> <td>IT Specialist to update system/website</td><td>MH</td></tr> <tr> <td>Seeking business sponsors</td><td>M.H</td></tr> <tr> <td>Purchase Thank you flowers for Ruth and Kate</td><td>E.M</td></tr> <tr> <td></td><td></td></tr> </tbody> </table>	Action point description	By who	Constitution – to be agreed by all	All	IT Specialist to update system/website	MH	Seeking business sponsors	M.H	Purchase Thank you flowers for Ruth and Kate	E.M		
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9.	<p>Date of next meeting:</p> <p><b>13<sup>th</sup> November 2023</b></p>												
	<p>Meeting closed at: 19.17pm</p>												

# Gipsey Bridge Pre School

Accounts for the Year Ending 31st August 2022

Prepared by  
**Fastax**  
20-22 South Street  
Boston  
Lincs  
PE21 6HT

Accountants, Tax Advisors, Bookkeepers & Payroll Processors

**Gipsey Bridge Pre School**  
**Accounts for the Year Ending 31st August 2022**

**Charity Information & Contents**

**Trustees**

Maxine Holland  
Kelly Waller  
Rachael Peacock  
Emily Booth  
Ruth Mountain  
Grace Hutton  
Kate Dean  
Rachael Gedney  
Elaine Mitchell

**Charity Number**

1101174

**Registered Office**

2 Leagate Road  
Gipsey Bridge  
Boston  
Lincs  
PE22 7BP

**Business Address**

2 Leagate Road  
Gipsey Bridge  
Boston  
Lincs  
PE22 7BP

**Accountants**

Fastax  
20-22 South Street  
Boston  
Lincs  
PE21 6HT

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Page 2	Accountants Report
Page 3	Trading Account
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**Gipsey Bridge Pre School  
Accounts for the Year Ending 31st August 2022**

**Trustees Report for the Year Ending 31st August 2022**

The Trustees present their annual report on the affairs of the Charity and the accounts which have been prepared in accordance with the accountants report.

**Names of Trustees**

The Trustees of the Charity and their beneficial interest in the share capital is as stated below:

**Name**

Maxine Holland  
Kelly Waller  
Rachael Peacock  
Emily Booth  
Ruth Mountain  
Grace Hutton  
Kate Dean  
Rachael Gedney  
Elaine Mitchell

**Principal Activities**

The principal activity of the Charity through the period has been to Provide education to children Pre School

**Abbreviated Report**

The report of the Trustees has been prepared under the special provisions relating to small companies.

**Approval**

This report was approved by the board on 15th September, 2022 and signed on its behalf.

Maxine Holland                      - Trustee

**Gipsey Bridge Pre School  
Accounts for the Year Ending 31st August 2022**

**Accountants' Report to the Trustee's on the un-audited Accounts of Gipsey Bridge Pre School**

We report on the accounts for the year ended 31st August 2022, set out on pages 1 to 5.

**Respective responsibilities of Trustees and reporting accountants**

As described on page 4 the Charity's Trustees are responsible for the preparation of the accounts, and they consider that the Charity is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

**Basis of opinion**

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and our procedures consisted of comparing the accounts with the accounting records kept by the Charity, and making such limited enquiries of the officers of the Charity as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

**Opinion**

In our opinion:

- (a) the accounts are in agreement with the accounting records kept by the Charity under section 221 of the Companies Act 1985
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
  - (I) the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249( 6) of the Act and
  - (II) the Charity satisfied the conditions for exemption from an audit of the accounts for the year in section 249 A of the Act and did not, at any time in that period, fall within any of the categories of companies not entitled to exemption specified in section 249 (1)

Signed

**Reporting Accountants**

**Fastax**  
20-22 South Street  
Boston  
Lincs  
PE21 6HT

13th, March 2025

# Gipsey Bridge Pre School

## Surplus and Deficit Account Accounts for the Year Ending 31st August 2022

	2022	2021
<b>Sales</b>	147,204	129,375
Donations/Grants	4,533	20,669
Fundraising	978	246
	<u>          </u>	<u>          </u>
Less: <b>Cost of Sales</b>		
Toys/Creative/play resources	5,089	3,505
Entertainment - Children	1,710	990
Food	3,503	3,083
Books	383	397
	<u>10,685</u>	<u>7,975</u>
<b>Gross Surplus</b>	96% <u>142,030</u>	110% <u>142,315</u>
Less: <b>Establishment Expenses</b>		
Repairs & Renewals	1,406	3,181
Insurance	1,083	900
	<u>2,489</u>	<u>4,081</u>
Less: <b>Administrative Expenses</b>		
Wages	138,774	96,311
Pension Cost	1,626	1,237
Professional Fees	-	-
Rents	7,500	7,082
Computer Cost	713	90
Telephone & Internet	1,566	1,513
Cleaning	1,327	1,696
Accountancy	360	360
Sundries & Subscriptions	1,125	1,643
Depreciation	-	-
Entertainment - Staff	1,795	1,405
Training	504	250
Printing	603	750
Postage & Stationery	436	630
Advertising	130	300
Bank Charges	-	-
Clothing Costs	2,169	1,748
	<u>158,628</u>	<u>115,015</u>
Operating Surplus for the year	-13% <u>(19,087)</u>	18% <u>23,219</u>
Add: Interest Receivable	<u>-</u>	<u>-</u>
	<u>          </u>	<u>          </u>
<b>Surplus / (Deficit)</b>	<u>(19,087)</u>	<u>23,219</u>
	<u>          </u>	<u>          </u>
Tax on Surplus on ordinary activities	<u>-</u>	<u>-</u>
<b>Surplus / (Deficit) for the year after taxation</b>	<u>(19,087)</u>	<u>23,219</u>
Surplus / (Deficit) brought forward	<u>-</u>	<u>-</u>
	<u>          </u>	<u>          </u>
<b>Surplus carried forward</b>	<u>(19,087)</u>	<u>23,219</u>
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# Gipsey Bridge Pre School

## Balance Sheet

### Accounts for the Year Ending 31st August 2022

#### Fixed Assets

		B/Fwd Cost at 01/09/2021	Dep'n B/Fwd	Additions	Disposals	Current period Dep'n	NBV at 31/08/2022
Computer Equipment	25%	-	-	-	-	-	-
Office Equipment	10%	-	-	-	-	-	-
		-	-	-	-	-	-

#### Current Assets (due within one year)

	2022	2021
Trade Debtors	-	-
True Potential	-	-
Suspense	-	-
Cash	430	430
Top Up Card	1,465	1,465
Bank	42,118	60,546
Savings	-	-
	<u>44,013</u>	<u>62,441</u>

#### Current Liabilities - amounts falling due within one year

Net Wages	-	-
Creditors	-	-
Bank	-	-
True Potential	228	995
Accruals	850	600
Directors Loan Account	-	-
PAYE	1,176	-
Corporation Tax	-	-
	<u>2,254</u>	<u>1,595</u>

#### Net Current Assets (Liabilities)

41,759 60,846

#### Long Term Liabilities - amounts falling due after one year

-	-
-	-

#### Total Liabilities

41,759 60,846

#### Represented by;

#### Capital and Reserves

Share Capital	60,846	37,627
Surplus and Deficit Account	(19,087)	23,219

#### Shareholders Funds

- 41,759 - 60,846

The Trustees consider that for the financial year 1st September 2021 to 31st August 2022 the Charity was entitled to exemption from audit under section 249A(1) of the companies Act 1985, and confirm that no notice has been deposited by members under section 249b(2) of CA 1985 in relation to the accounts for the year to 31st August 2022.

The Trustees acknowledge their responsibilities for ensuring that they keep accounting records which comply with section 221 of CA 1985 and preparing accounts which give a true and fair view of the state of affairs of the Charity as at 31st August 2022 and of it's Surplus or Deficit for the year ended 31st August 2022 in accordance with the requirements of section 226 C A 1985, and which otherwise comply with the requirements of CA 1985 relating to accounts so far as applicable to the Charity.



**Gipsey Bridge Pre School**  
**Accounts for the Year Ending 31st August 2022**

**Notes**

**Depreciation**

Depreciation is calculated to write off the cost or valuation of all assets over their expected normal useful lives. The rate and method of depreciation are;

Category of asset	Rate	Method
Computer Equipment	10%	On Cost

**Depreciating Assets**

	B/Fwd Cost at 01/09/2021	Dep'n B/Fwd	Additions	Disposals	Current period Dep'n	NBV at 31/08/2022
Computer Equipment	-	-	-	-	-	-
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**Basis of the accounts preparation**

The accounts are prepared under the historical cost convention and include the results of the Charity's operations which are described in the director's report. All the activities are continuing. The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is a small Charity.

**Turnover**

Turnover comprises the invoiced value of goods and services provided by the Charity. All of which are stated net of VAT.

**Operating (Deficit) Surplus**

The operating (Deficit) Surplus is stated after charging:	2022	2021
Depreciation - owned assets	<u>0</u>	<u>-</u>

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**Turnover**

Turnover comprises the invoiced value of goods and services provided by the Charity. All of which are stated net of VAT.

**Operating (Deficit) Surplus**

The operating (Deficit) Surplus is stated after charging:	2022	2021
Depreciation - owned assets	<u>0</u>	<u>-</u>