



PIED PIPER PRE-SCHOOL

ANNUAL REPORT

8 OCTOBER 2024

www.piedpiperpreschool.org.uk

Chairperson's Report

By Rebecca Weaver

Looking back on the past year, I feel incredibly proud of what the Committee has achieved. Despite facing different challenges, I feel we have worked well together and have proactively and positively found solutions to the challenges we have faced.

We have had to see how the Preschool would work with a change to opening hours this year, and I feel we have seen that this has been a success. I want to thank everyone who made it possible for this to happen, and all the hard work it took. We have had some really successful fundraising events, the Nativity and Sports Day were my personal highlights, and seeing so many families attend was fantastic to see. We have also seen some big changes to the garden area which will provide a better space for the children to enjoy. I look forward to seeing how it looks when all the work is completed!

Pied Piper is known for being brilliant at making sure children are 'school ready', and I feel it really does this best. But it would not be the Preschool it is without its fantastic staff. Eva has been a huge asset to the Preschool, and her hard work and dedication helps to make the Preschool what it is. Despite the challenges of changing the Preschool hours, Eva has made the changes seem seamless, even though behind the scenes she worked incredibly hard to make it a reality. All of the staff at Pied Piper, I would like to thank you all for your constant hard work, and enthusiasm you have for all the children passing through the Preschool. It would not be the Preschool it is without all of you.

I would also like to thank all of the Committee members for their hard work, dedication, and commitment throughout this past year. Becky and Sara have been fantastic in your roles as Treasurer and Secretary, and I really appreciate the time you have given to the Preschool. Nicki and Vicki, thank you for all of your help with fundraising and the time you have both given. And a big thank you to Jo and Sharon for giving your time to help support the Preschool. Lastly, thank you to Ray and Janice for being valuable sources of knowledge, and for giving your time also. All of your contributions have been invaluable, and it has been a pleasure to work alongside a fantastic group of people.

As I get ready to step down as Chair, reflecting on the past year has been quite emotional! Both of my daughters have now attended Pied Piper, and this last year was my 'last' year with the Preschool. My daughters have both moved on from Preschool with confidence, independence and a firm foundation to start 'big' school. Pied Piper gave them the tools to do this. I am really sad to be saying goodbye to this chapter on my life and am so grateful for everything Preschool has done not just for me, but for Luna and Aria also. I hope the next Committee will continue the work this Committee has done, and also ensure it continues to be an open, proactive and supportive space to ensure the Preschool can be the best it can be.

Manager's Report

We have now had a full year with our new opening hours, and have successfully managed to adapt our preschool practices to ensure that children continue to be supported and staff feel settled in the new routines. This change in hours, along with the high number of children starting in the autumn term had a huge impact on our finances and it was a relief to end the year in a more positive way after the financial difficulties we'd had the year before.

Alison and Emily have been working through their training; I'm impressed with how they have managed their courses and been so motivated to complete them. Their confidence is growing as they move towards completing their NVQ3 and becoming fully qualified. Alongside Sara, Fiona and Sandra, the team has adapted to changes and each member of staff brings their own set of skills to preschool, which helps to build a calm and supportive environment.

We are about to have significant staff changes to preschool, as Sara will retire at the end of the spring term, after 26 years at preschool. I am very grateful for the support that she has given to me in her role as Deputy Manager, and we have worked so well together. Although I will be leaving next term, I feel confident that the team will support a new manager in settling in and enable the preschool to carry on providing a fantastic environment for the children to learn and grow in.

I feel particularly proud of the way that we have supported our SEND children and their families. We have been lucky to have the continued support from Sylvia and she enables us to meet the needs of all our SEND children.

We used fundraising money for some fun and interesting events, such as the hatching ducklings and Zoo Lab, which the children thoroughly enjoyed. The fundraising money also meant we could get started on the garden project and this term we are purchasing equipment and using grants to continue the garden work. This will improve the learning outcomes for children outdoors and make it more accessible all year round.

Administrator's Report

We had a busy start to the year as several children stayed on from the previous year. This was good for the pre-school's income and also meant there were fewer children joining through the year. We have continued to prioritise younger children for the morning sessions; this enables us to make sure we have a steady intake of younger children while allowing us to help the older children with their 'school readiness'. The

pre-school remains popular in the area and often seems to be recommended by previous families.

I continued to support the manager with general admin throughout the year and to produce monthly accounts for the treasurer and committee. As the pre-school contact for the Charity Commission, I upload the annual reports and accounts to their website and update trustee details after our AGM. For the first time this year, we were required by HMRC to fill in a Company Tax Return which, after discussions with the treasurer, I did to the best of my knowledge.

Treasurer's Report

By Rebecca Elsmere

Account Balances at 31/08/2024

Current Account Balance (60502460):	£250
Business Res. Account Balance (60502479):	£33,276.97
Bonus Saver Account Balance (60512091):	£0.00
Nationwide Savings Account:	£29,474.78 (The reserves account)
Total:	£63,001.75

Summary of the year

The pre-school has ended the 2023/24 academic year with surplus finances excluding the reserve account and fundraising of £27,598.97 from an income of £125,846. The 2023/24 budget had forecasted a profit £8,724; the actual profit was £19,102.

The surplus is the result of unspent income from previous years and a miscalculation in the budget for WBDC funding, with regards to how they calculate the figures and EYPP funding that was not anticipated in the budget.

From Fundraising income and grants we have a remaining surplus of £5,928.

Reserves and Investment Policy

A large amount of the extra surplus that we now have will be moved into the reserves account as the updated calculation is much higher than in previous years and has been agreed by the committee.

The Pre-school currently holds £29,474.78 in reserves to cover one term's-worth of costs in the event of a significant, unforeseen event where a smaller instance occurs and in a worst-case scenario a fund to cover redundancy.

This year the committee has agreed that these funds are going to be upped as much as possible without affecting our day to day running costs to cover the newly recalculated redundancy costs plus updated running costs to a total of £56,397. The committee have agreed that the £29,183 set aside for redundancy payment will be placed in a new 30-day access savings account to earn the pre-school some extra interest and the rest will go into the instant access reserve savings account.

Expenditure against these funds is at the express permission of the committee only as per the pre-school's Combined Reserve and Investment Policy.

Funds in Deficit

The pre-school does not have any funds materially in deficit.

2024/25 Final Budget

The budget for the next academic year has been approved for use by the committee following reviews with the Treasurer and Pied Piper Manager. The budget does not include any income that is not guaranteed and allowed for all foreseeable expenses based on experiences gained from the previous financial year. The budget doesn't include any surplus funds from previous years so long-term decisions on costs could be made independently from assumptions of surplus funds that cannot be guaranteed year after year.

Income from West Berkshire District Council has been incorporated and includes standard funding only. With a few places left available at the beginning of the year, there is a possibility of additional new joiners meaning more funding.

Salaries have increased in line with the minimum wage rise and hourly rate reviews have taken place outside the necessary changes required.

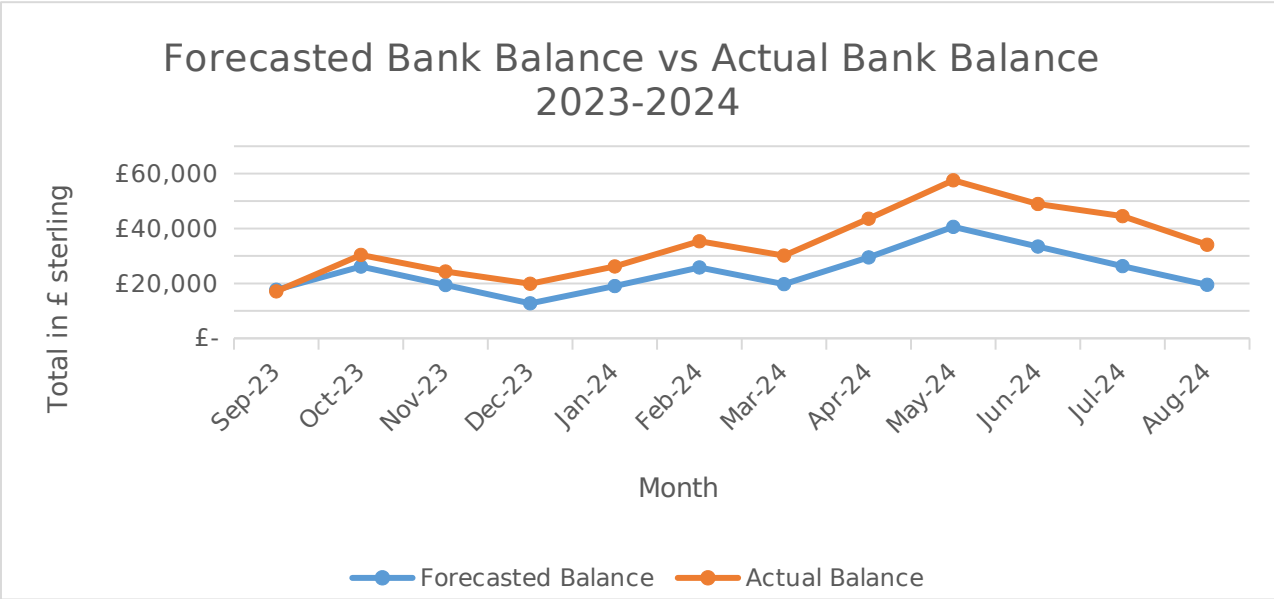
The budget for the new academic year, not taking into account the surplus funds from 2023/24, is showing a -£7,075 position at the end of the academic year. We will be allocating last year's surplus funds to covering any negatives at the end of year and increasing the reserve fund, any surplus funds and fundraising income will then be used for purchasing resources for the children and updating the garden to allow for better usage.

Further meetings of the Treasurer/Chair/Manager will be held during the year to review receipts and expenditure for the spring and summer terms.

Fundraising 2023/2024

	2022/23	2023/2024
Receipts		
Fundraising Funds previous year	1384	1628
Fundraising Income current year	1482	2199
Donation Funds previous year	0	0
Donation Income current year	0	
Grant Funds previous year	1000	128
Grants Income current year	0	3130
Payments		
Fundraising Expenditure	1238	1032
Grant Expenditure	872	125
Total Receipts	3866	7085
Total Payments	2110	1157
Total remaining	£1,756.00	5928.00

Budget vs Actuals for 2023/2024



		Annual	Forecast											
		Budget	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
R	RECIEPTS													
	Starting Cash	10811.94												
R	WBDC	93252.49	15154.12	15154.12	0	0	13173.78	13173.78	0	18298.35	18298.35	0	0	0
R	Actual	109845.23	14397.91	18935.94	405.88	1500	13040.29	16257.11	1590.4	20049.57	21458.13	0	2210	0
R	Parental Income	8970	577.5	577.5	577.5	577.5	900	900	900	990	990	990	990	0
R	Actual	7093.5	690	285	555	780	825	420	510	1530	373.5	255	870	
R	Enrol Deposits	420	35	35	35	35	35	35	35	35	35	35	35	35
R	Actual	380	0	40	20	20	20	80	20	0	100	20	40	20
R	Clothing	0	0	0	0	0	0	0	0	0	0	0	0	0
R	Actual	140	0	34	0	0	0	34	8	16	8	0	40	0
R	Snacks & Cooking	400	40	40	40	40	40	40	40	20	40	40	20	0
R	Snacks & Cooking	0	0	34.64	0	87.03	28.65	0	85	49.1	0	82.46	56.7	0
R	Events	845	0	0	0	0	0	0	422.5	0	0	422.5	0	0
R	Actual	1393.25	0	0	0	0	0	0	0	0	278	654.25	461	0
R	Fundraising Income	0	0	0	0	0	0	0	0	0	0	0	0	0
R	Actual	2198.75	10	459	581.85	337.69	8.5	5	430.8	0	0	87.7	273.21	5
R	Donations	0	0	0	0	0	0	0	0	0	0	0	0	0
R	Actual	0	0	0	0	0	0	0	0	0	0	0	0	0
R	Interest	400	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.37
R	Actual	1056.86	23.77	26.38	35.34	26.34	36.59	34.99	597.4	48.63	51.73	58.99	65.23	51.47
R	Grants Income	0	0	0	0	0	0	0	0	0	0	0	0	0
R	Actual	3130	0	1000	0	0	0	0	130	0	0	0	0	2000
R	Misc.	0	0	0	0	0	0	0	0	0	0	0	0	0
R	Actual	185.13	0	0	44.2	0	0	0	32.93	0	0	0	0	108
		104287.49												
P	PAYMENTS													
P	Wages	78624.79	6617.08	6121.22	6121.22	6121.22	6617.08	6121.22	6121.22	7397.13	6846.85	6846.85	6846.85	6846.85
P	Actual	78466.96	6665.18	6139.95	5794.98	6137.1	6508.4	6384.69	6413.69	6925.75	7039.84	7051.37	7101.78	6304.23
P	Rent & Services	10769.5	1799.42	899.71	899.71	899.71	899.71	899.71	899.71	899.71	899.71	899.71	899.69	0
P	Actual	11150.6	1650.91	1010.43	1043.36	870.25	868.45	870.61	882.18	1022.23	915.69	1000.37	997.63	18.49
P	Insurance	950	0	0	0	0	0	0	0	950	0	0	0	0
P	Actual	848.48	0	0	0	0	0	0	848.48	0	0	0	0	0
P	Staff Courses	600	54.55	54.55	54.55	54.55	54.55	54.55	54.55	54.55	54.55	54.55	54.5	0
P	Actual	155	0	0	47	0	0	0	60	0	12	12	24	0
P	Subscriptions	354.2	154.2	0	0	0	0	0	0	0	150	50	0	0
P	Actual	346.2	134.2	0	0	0	0	0	0	0	162	50	0	0
P	CRB Checks	145	12.08	12.08	12.08	12.08	12.08	12.08	12.08	12.08	12.08	12.08	12.08	12.12
P	Actual	94.2	0	13	29.2	13	0	26	13	0	0	0	0	0
P	Clothing	0	0	0	0	0	0	0	0	0	0	0	0	0
P	Actual	130.82	10.86	0	0	0	0	0	84.5	0	0	0	35.46	0
P	Stationary & Consumables	1000	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.9	0
P	Actual	788.05	85.22	69.48	125.54	43.76	66.42	61.68	92.98	47.38	30.41	124.16	18.83	22.19
P	Snacks & Cooking	400	40	40	40	40	40	40	40	40	40	40	0	0
P	Actual	558.63	45.49	33.6	70.82	31.1	78.91	41.15	39.95	68.58	54.28	71	23.75	0
P	Equipment purchase	350	31.82	31.82	31.82	31.82	31.82	31.82	31.82	31.82	31.82	31.82	31.8	0
P	Actual	467.99	89.94	62.02	123.35	20.98	28.16	0	17.85	30.98	12.94	69.78	11.99	0
P	Fundraising Expenditure	0	0	0	0	0	0	0	0	0	0	0	0	0
P	Actual	1031.96	6.89	76.64	384.42	40.99	15.97	200.9	0	7.35	0	298.8	0	0
P	Grant Expenditure	0	0	0	0	0	0	0	0	0	0	0	0	0
P	Actual		0	0	0	0	0	0	0	125.34	0	0	0	0
P	Events	1690	85	85	85	30	85	85	200	85	85	585	280	0
P	Actual	2160.74	50	50	28	50	85	85	85	50	50	851.4	204.84	571.5
P	Fundraising Costs	30	3	3	3	3	3	3	3	3	3	3	0	0
P	Actual	58.99	0	12	19.99	0	0	0	0	0	0	0	27	0
P	Misc	300	30	30	30	30	30	30	30	30	30	30	0	0
P	Actual	5940.59	82.7	68.27	21	4.99	10	0	49.23	0	0	19.4	0	5685
P	Marketing & Signage	300	30	30	30	30	30	30	30	30	30	30	0	0
P	Actual	240	0	0	0	0	0	0	0	0	0	240	0	0
P	Information Technology	50	5	5	5	5	5	5	5	5	5	5	0	0
P	Actual	8.26	0	0	0	0	0	0	8.26	0	0	0	0	0
		95563.49												
	TOTALS													
	Total Forecasted Income		15839.95	15839.95	685.83	685.83	14182.11	14182.11	1430.83	19376.68	19396.68	1520.83	1078.33	68.37
	Total Actual Income		15121.68	20814.96	1642.27	2751.06	13959.03	16831.1	3404.53	21693.3	22269.36	1158.4	4016.14	2184.47
	Total Forecasted Outgoings		8953.06	7403.29	7403.29	7348.29	7899.15	7403.29	7518.29	9629.2	8278.92	8678.92	8215.82	6858.97
	Total Actual Outgoings		8821.39	7535.39	7687.66	7212.17	7661.31	7670.03	8595.12	8277.61	8277.16	9788.28	8445.28	12601.41
			Sen-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Anr-24	Mav-24	Jun-24	Jul-24	Aug-24

Budget for 2024/2025

2024- 2025 Draft Budget					
		2023-24 Budget	2023-24 Actuals	2024-25 Budget	Variance of received in previous year
RECEIPTS					
	WBDC	£93,252	109845	£86,038	-£23,807
	Parental Income	£8,970	7094	£6,345	-£749
	Enrol Deposits	£420	380	£420	£40
	Clothing	£0	140	£50	-£90
	Snacks & Cooking	£400	424	£350	-£74
	Events	£845	1393	£1,390	-£3
	Interest	£400	1057	£1,000	-£57
	Misc.	£0	185	£0	-£185
PAYMENTS					
	Wages	£78,624.79	78467	£84,815.04	£6,348
	Rent & Services	£10,770	11151	£10,974	-£178
	Insurance	£950	848	£900	£52
	Staff Courses	£600	155	£600	£445
	Subscriptions	£354	346	£354	£8
	CRB Checks	£145	94	£145	£51
	Clothing	£0	131	£0	-£131
	Snacks & Cooking	£400	559	£500	-£59
	Stationary & Consumables	£1,000	788	£1,000	£212
	Equipment purchase	£350	468	£400	-£68
	Events	£1,690	2161	£2,300	£139
	Fundraising Costs	£30	59	£30	-£29
	Misc	£300	5941	£300	-£5,641
	Marketing	£300	240	£300	£60
	Information Technology	£50	8	£50	£42
	Total Receipts	£104,287	120518	£95,593	-23807
	Total Payments	£95,563	101416	£102,668	1252
		£8,724	£19,102	-£7,075	
	2024/25 Reserve Policy				
	Rent (1 Term)	£3,717			
	Salary (1 Term)	£22,836			
	Stationary/Ink (1 Term)	£263			
	Subscriptions	£115			
	Insurance	£283			
	Redundancy Funds	£29,183			
	Total	£56,397			
Balances					
	Current Account	£250			
	Savings Account	£33,277			
	Old Reserve Account	£0			
	Reserve Fund Account	£29,475			
TOTALS					
	Total Receipts	£95,593			
	Total Payments	£102,668			
	Total 23/24 Reserve Fund	£35,085			
	Total Starting Cash	£33,526.97			

Fundraising Report

Fundraising for the year got off to its usual fun start with the Toddle Waddle in October, which raised an amazing £712 from the families who took part. This is a lovely opportunity for families to chat to each other and to the staff. We also received Gift Aid of £108 from this event.

At the Thatcham Lights in December, the staff once again filled gift bags with donated toys and books, which were sold alongside our usual favourite children's games, raising £306.35. Also in December, the raffle and stalls following the Nativity performance raised £307.70. A big thank you to Vicky and Nicky for sourcing the raffle prizes.

We held our annual Easter bonnet parade and Easter Fayre in the pre-school hall in March, raising £126, and the raffle and stalls after the Sports Day in July raised £240. It was decided not to take part in the Thatcham Fun Day this year as it is a lot of work and doesn't usually raise much money.

We have also continued to fundraise through the West Berks Lottery.

Thanks goes to all the staff for their efforts and to Vicky, Nicky and Rebecca from the committee for their help and to all the pre-school families for their generosity.

Fundraising Events 2023-24

Toddle Waddle	£712.00
Thatcham Fun Day	£0.00
West Berks Lottery	£81.00
Thatcham Lights	£306.35
Xmas Nativity	£307.70
Leavers Photos	£30.00
Sports Day	£240.21
Easter fayre	£126.81
Bags 2 School	£74.80

Amazon Refund	£19.99
Playhouse deposit refund	£300.00

	£2,198.
Total	86
Expenses	£58.99

	£2,139.
TOTAL	87

Grants Report

We received £1,000 from Moto through a parent who works at Chieveley Services. This was put towards a new playhouse for the garden. Unfortunately, we were unable to use the money this year, but the playhouse has now been ordered. The old playhouse was

taken down in the Summer holidays and the area paved ready for the new house. We received a grant of £2,000 from Greenham Trust in August which was put towards the cost of the garden work.

Pied Piper Pre-School
Registered Charity 1115893

Income and Expenditure account
For the year ended 31 August 2024

INCOME	2024	2023
	£	£
Fees WBDC	109,845	71,704
Fees - Parents	7,093	7,356
Interest	1,057	350
Enrolment	380	115
Clothing	140	42
Children's special events	1,393	1,198
Fundraising	2,199	1,482
Snacks/Cooking	424	233
Other funding	3,130	0
Miscellaneous	185	85
Total income	<u>125,846</u>	<u>82,561</u>
EXPENSES		
Rent	11,150	10,234
Wages	78,343	69,149
Insurance	848	878
Annual subscriptions	346	273
Courses	155	500
Stationery/postage/Consumables	788	808
IT	8	48
Snacks/Cooking	559	282
Children's special events	2,161	2,143
Fundraising expenditure	1,032	1,238
Fundraising expenses	59	26
Equipment	468	352
Miscellaneous	5,941	758
CRB checks	94	137
Grant expenditure	125	872
Marketing and signage	240	281
Clothing	131	206
Total expenditure	102,448	88,185
Excess or income over expenditure	<u>23,398</u>	<u>-5,624</u>

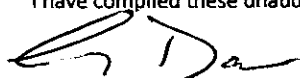
Pied Piper Pre-School
Registered Charity 1115893

Balance Sheet as at 31 August 2024

	2024	2023
	£	£
Current Assets		
Stock - Clothes	671	662
Bank balances		
Current	250	250
Reserve	33,277	10,562
Bonus Saver	<u>29,474</u>	<u>28,916</u>
	63,001	39,728
	63,672	40,390
Current liabilities		
Creditors	394	519
Net Assets less liabilities	<u>63,278</u>	<u>39,871</u>
Financed by:		
General Fund		
Balance at 1 September 2023	39,209	44,833
Add: Surplus/Deficit for year	23,398	-5,624
Balance at 31 August 2024	62,607	39,209
Clothing Fund		
Balance at 1 September 2023	662	498
Clothing purchases	140	206
Clothing sales	<u>131</u>	<u>42</u>
Balance at 31 August 2024	671	662
Total Funds	<u>63,278</u>	<u>39,871</u>

Independent Accountant statement

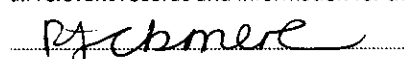
As described below, I have approved the financial statements for the year ended 31st August 2024 set out in the Income & Expenditure Account and Balance Sheet. In accordance with your instructions, I have compiled these unaudited financial statements from the accounting records and explanations provided to me.


 Gillian Down BSc ACA

23-Sep-24

Treasurers approval certificate

I approve the financial statements and confirm that Pied Piper Preschool has made available all relevant records and information for their preparation.

 REBECCA JANE ELSMERE