

**Maids Moreton Pre-School**

**Report of the Trustees for the period ended 31 August 2024**

## Maids Moreton Pre-School CIO

Reference and administration details

**Reg charity number:** 1154606

**Principal address:** MAIDS MORETON PRE-SCHOOL  
AVENUE ROAD  
MAIDS MORETON  
BUCKINGHAM  
MK18 1QA

**Website:** [www.maidsmoretonpreschool.co.uk](http://www.maidsmoretonpreschool.co.uk)

**Contact:** Ms Kim Chaplin (Manager)  
01280824989  
[kim@maidsmoretonpreschool.co.uk](mailto:kim@maidsmoretonpreschool.co.uk)

**Trustees:**

Chair:	Kelly Ingle
Members:	Georgina Tapping
	Tanya Cronin
	Jodie Hampson

**Governing document:** CIO - Foundation Registered 17 Nov 2013

**Objective:** The objective of the CIO is to advance the education of children below compulsory school age.

## **Maids Moreton Pre-School CIO**

### **Trustees annual report for the period ended 31 August 2024**

The trustees present their report for the period ended 31 August 2024 which, along with the financial statements of the charity, have been prepared in accordance with accounting policies as set out by charity law.

#### **Statement from the Trustees:**

##### **OBJECTIVES AND ACTIVITIES**

- Pre-School continued to flourish this year, increasing its number of children across all three school terms across all ages. This is mainly due to the efforts and commitment of the Pre-School staff.
- Funding that we receive for specific uses has been put into such things as yoga sessions, adapting and creating a sensory area, and replenishing and changing the available toys. There are always new and engaging materials for children to interact with and develop their social, linguistic and personal skills.
- We continued to offer morning and afternoon Extended sessions, but, due to low-uptake, we reduced our afternoon session to 3-3:30pm.

##### **STAFF**

- Our amazing staff team reduced slightly in 2023, with the departure of Katie. And having not found a replacement, we have continued with six members of staff, with varying hours, to fulfil the Pre-School day of 8am-3:30pm.
- Both Kim and the trustees regularly review and introduce policies to support the smooth running of the Pre-School and safe-guarding of the children. These are shared with staff and with parents as relevant. This year we have updated our Absence Policy and our procedure for dealing with child absence.

##### **ESTATE**

- This year the children have made full use of the new outside wet-pour flooring laid in May 2023. Over the summer of 2023, we also replaced the bark chip next to the forest school area and fenced off the small vegetable garden.

##### **FINANCES**

- Pre-School has a healthy balance sheet and this year made a profit, after several challenging years during and post-Covid. In 2022-23, the biggest hit to our reserves was the outside flooring. Having completed this, we are now able to save for our reserves and plan for future work.
- Thanks to Kim's excellent grant application to Buckingham Playgroup, we were successful in receiving a grant which was spent on resources for the children and creating our sensory area.

Maids Moreton Pre-School  
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Year Ended 31st August 2024  
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Income Received  
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Bucks CC Funded Sessions	147,137.05
Registration Fees	60.00
Parental Paid Sessions	18,701.35
Early Bird Sessions	2,143.80
Lunchtime Sessions	169.00
Before School Sessions	0.00
After School Sessions	1,543.45
Late Collection Fees	0.00
Sale of Uniform	248.00
Donations	0.00
Bank Interest	1,393.53

Fund Raising  
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General Fund Raising	0.00	
Buckingham Christmas Fair	0.00	
Less: Cost of Stall	0.00	
		0.00
Christmas Hamper		217.00
Easter Fund Raising		0.00
Super Hero Week		0.00
Halloween Party		0.00
Photo Commission		0.00
Bags to School Commission		0.00
School Summer Fayre		0.00
Scarecrow Competition		0.00
Less: General Costs incurred	0.00	
		217.00
		<u>171,613.18</u>

Less: Overheads

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Staff Salaries	94,884.49	
Social Security	5,818.94	
Employer Allowance	(5,128.13)	
Pension Cost	1,686.46	
Payroll Processing Fees	360.00	
Educational Support	0.00	
Staff Benefits	529.25	
Staff Uniform	0.00	
Staff / Trustee Training	225.00	
DBS Checks	50.60	
Pupil Premium Related Payments	0.00	
Canteen	62.15	
Insurance	2,022.69	
Promotion & Advertising of Pre-School	0.00	
Fruit/Food	59.94	
Purchase of Uniform	623.70	
Books	0.00	
Equipment	1,050.28	
Purchases for Classes	980.37	
Garden	1,783.20	
Repairs and Maintenance	2,041.47	
Christmas Decorations & Party	0.00	
Kings Coronation	0.00	
Professional Fees	0.00	
External room Hire	16.00	
Electricity	1,976.28	
Water Rates	407.50	
Telephone	0.00	
Cleaning & Hygiene	1,279.64	
Pest Control	0.00	
Internet Connection / Website	825.04	
Computer Consumables	559.05	
Office Supplies	162.91	
Postage	0.00	
First Aid	32.28	
Subscriptions	675.63	
Bank Charges	64.40	
		113,049.13

Operating Excess of In come over Expenditure for the Year	58,564.05
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Resurfacing Outdoor Play Area	0.00
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Excess of Income over Expenditure for the Year	58,564.05
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Maids Moreton Pre-School

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Balance Sheet as at 31st August 2024

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Current Assets

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Bank Deposit Account	108,284.22	
Bank Current Account	2,897.95	
Employee Loans	0.00	
Staff Floats	0.00	
Sundry Debtors & Prepaid Expenses	424.46	
Suspense Items	0.00	
	<hr/>	111,606.63

Current Liabilities

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PAYE Payable	(1,695.23)	
Auto Enrolment Payable	(331.57)	
Unknown Receipts	(142.00)	
Extended Services - Future	0.00	
Fees Received in Advance	(15,795.01)	
Sundry Creditors	(237.95)	
	<hr/>	(18,201.76)

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93,404.87

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Represented By :-

Capital Account as at 1st September 2023	34,840.82
+	
Add: Excess of Income over Expenditure for Year	58,564.05
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	93,404.87
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The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for the year (Under Section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is required.

It is our responsibility to :-

- examine the accounts (under Section 43(3)(a) of the 1993 Act
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to our attention

Our examination was carried out in accordance with the General Directions given by the Charities Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

We can confirm that in connection with the examination, no matter has come to our attention that would give us reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with Section 41 of the 1993 Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act have not been met.

Facts & Figures  
P. O. Box 583  
Maids Moreton  
Buckingham  
MK18 1TQ

28th February 2025

Maids Moreton Pre-School  
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Year Ended 31st August 2024  
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Income Received  
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