

**DAUXWOOD PRE-SCHOOL GROUP
CHARITABLE INCORPORATED ORGANISATION
(Registered Charity 1158619)**

**Trustees' Report and Accounts
For the year ended 31st December 2022**

**Natts Lane,
Billingshurst,
West Sussex,
RH14 9EY
www.dauxwood.co.uk
Tel: 01403 785212**

Independent examiner's Report to the Trustees of Dauxwood Pre-School Group CIO

I report on the accounts of the charity for the year to 31 December 2022, which are set out on pages 7 to 9.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;-
- to follow the procedures laid down in the general Directions given by the commission (under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison on the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act; and

- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Anthony K Webb FCCA
Anthony K Webb Limited

Date: 24 October 2023

Trustees' Report

For the year ended 31st December 2022

Trustees:

Gina Cooksley	Chair (from June 2020 to March 2022)
Samantha Moulard	Secretary (from July 2021 – March 2022)
Samantha Moulard	Chair (from March 2022 – May 2022)
Louise Plows	Trustee (from March 2022 – September 2022)
Louise Plows	Chair (from September 2022)
Loreen Brown	Treasurer (from October 2021)
Lucy Williams	Trustee (from June 2021 – March 2022)
Lucy Williams	Secretary (from March 2022)
Emma Breden-Smith	Trustee (from June 2021 – September 2022)
Emma Breden-Smith	Chair (from September 2022)
Natalie Higham	Trustee (from June 2021)
Holly Gawrel	Trustee (from May 2022)
Thomas Skilleter	Trustee (from October 2022)

Staff:

Debra Summerfield	Manager
Lucy Sexton	Office Assistant
Shona Crawford	Deputy Manager
Julie Phillips	Practitioner
Resty Rogers	Practitioner
Lucy Hurst	Practitioner
Katie Bullivant	Assistant
Alexandra Nicholas	Bank staff (from September 2021 to July 2022)
Samantha Moulard	Assistant (from September 2022)
Donna Reddin	Cleaner

The committee is responsible for appointing the Chair.

Dauxwood Pre-School Group (CIO) was formed after it was resolved at an Extraordinary General Meeting of Dauxwood Pre-School Group (Registered Charity 1158619) on 13th January 2015 that the charity be dissolved and the entire undertaking of the charity transferred into the new charitable incorporated organisation (CIO).

Structure, Governance and Management

Dauxwood is a Pre-School and is a body in membership of the Pre-School Learning Alliance. Dauxwood Pre-School Group is governed by a constitution, which follows the model of the Pre-School Learning Alliance. Early years education is provided for the community of Billingshurst and surrounding areas and admission is open to all children. Although spaces

are limited to 24 children per session, there is flexibility within that limitation. There is a Child Protection policy in place. Disclosure and Barring Security checks are carried out upon appointment of the trustees and committee members with Ofsted EY2 completion and submission. Staff DBS checks are the responsibility of the Pre-School Manager.

Objectives and Activities

The objectives of Dauxwood Pre-School Group are to deliver the Revised Early Years Foundation Stage (2021) to children between the ages of 2 years and 5 years by providing a safe, secure, caring and stimulating learning environment. The school works in partnership with the parents to support a child's learning and development. It also offers a service that promotes equality and values diversity and where every child is valued as an individual. In planning, activities follow a child's individual interests in parallel with their next steps, whilst developing self-esteem, problem-solving, empathy and independence skills. The Trustees appreciate the efforts of all the staff involved at the setting.

Achievements

Premises

The toilet sinks required fixing to the wall which was done, the climbing frame/slide, A frame and sandpit cover were treated with specialist paint to prevent rotting at a cost of £500 and a pane of glass needed replacing at a cost of £120.

During the Easter break the Pre-school had a gardening day where the staff, committee and parents helped to tidy and spruce up the garden ready for the children to play in upon their return, this included felting the roof on the playhouse and replacing the gravel around the perimeter costing £53.

Staff

In July 2022 Alexandra Nicholas left her position as Bank Staff and the pre-school gained a new assistant member of staff Samantha Mouland in September 2022.

Equipment

During 2022 there were a few small items purchased totalling £500 which included a waterfall for the children to play with outside which the committee fundraised for in 2021. A new printer was required costing £280, and the committee also purchased a mobile phone for the staff to use should there be an emergency costing £22.

The rest of the £650 spent throughout the year was simply on classroom top ups of stationary, paints, pens etc.

Financial review

Receipts for 2022 totalled **£108,174**. The main source of regular funds is the provision of the Flexible Free Entitlement paid by the Local Authority to fund 15 hours childcare starting from the term after they are three years old.

Payments for 2022 totalled **£95,550** and the majority of this arose from salaries and staff costs (£75,488).

Cash was held at the bank at 31st December 2022 as follows:

Current account:	£52,961
Capital reserve:	£43,380
Operational reserve:	£20,148
Fundraising account:	£4,383

Total: **£120,872**

Fundraising

Pandemic now over and restrictions lifted, the committee was able to fundraise a lot more this year. They held an Easter Raffle and Egg Hunt in March raising almost £250, a summer raffle and fun day in July raising a tremendous £1000, they entered the preschool in to the Billingshurst show and won collecting us another £50. Fundraising continued with the sale of tea towels and commissions from photographs raising another £228 and lastly a parent's jingle and mingle evening and a Christmas fair raising over £700, then throughout the year further amounts were raised with kind donations and the sale of Dauxwood jumpers and Christmas cards. Altogether circa £2300 was raised.

The Trustees declare that they have approved the Trustees' Report above and the Accounts set out on pages 7 to 9.

Signed on behalf of the Trustees



Loreen Brown
Treasurer

Date: 1st June 2023

Dauxwood Pre-School Group
Statement of Assets and Liabilities
As at 31st December 2022

	2022	2021
	£	£
Assets		
Cash funds		
Current Account	52,961	41,385
Operational Reserve	20,148	20,104
Premises Reserve	43,380	43,285
Fundraising Reserve	4,383	3,474
Cash Account	-	-
	<u>120,872</u>	<u>108,248</u>
Other monetary assets		
Debtors	-	-
Assets retained for the charity's own use		
Pre-School building	91,000	98,000
Liabilities		
None	-	-

Dauxwood Pre-School Group
Receipts and Payments Account
For the year ended 31st December 2022

	2022	2021
	£	£
Receipts		
Funding and Fees	104,849	99,920
Fundraising Activities	2,335	2,274
Bank Interest	138	6
Sundry Income	852	251
Incident – Receipts	-	-
Total	<u>108,174</u>	<u>102,451</u>
Payments		
Salaries & Staff Costs	75,488	68,301
Staff Training	1,349	222
Property Maintenance	1,695	1,137
Cleaning	1,325	1,215
Garden Maintenance	1,048	1,105
Equipment	1,468	898
Fundraising Expenses	1,962	252
Insurance	2,272	2,261
Heating & Lighting	1,081	1,049
Rent & Rates	1,838	1,436
Telephone & Internet	695	608
Consumables & Admin Expenses	1,377	1,102
Fuel	-	-
Milk & Refreshments	46	10
Professional Fees	2,401	2,363
Refund of Fees	180	342
Social Enrichment	1,325	1,291
Sundry Expenditure	-	-
Total	<u>95,550</u>	<u>83,592</u>
Surplus/(Deficit) for the year	<u>12,624</u>	<u>18,859</u>
Cash funds last year end	108,248	89,389
Surplus/(Deficit) for the year	12,624	18,859
Cash fund this year end	<u>120,872</u>	<u>108,248</u>

Dauxwood Pre-School Group
Accounting Policies and Notes
For the year ended 31st December 2022

The receipts and payments account has been drawn up as a summary of the receipts and payments made during the year by the charity. Amounts are included as received by the charity or as cheques are drawn.

The Receipts and Payments Account and Statement of Assets and Liabilities have been prepared following the guidance for smaller charities issued by the Charity Commission.

Fixed assets recognised in the Statement of Assets and Liabilities represent the Pre-School building completed in October 2010 at a cost of £175,000, which is depreciated using the straight-line formula over 25 years.