



Great Ellingham Preschool
Registered Charity Number 1160412

Report of the trustees for the year ending 28th February 2023

Our purpose

The purpose of Great Ellingham Preschool ('the preschool') is to advance the education of children below compulsory school age in Great Ellingham, Norfolk and the surrounding areas by:

- Providing safe and stimulating play and activities, in which parents have the right to take part;
- Encouraging other charitable activities through which parents may help the children;
- Promoting children's social, intellectual and physical development through play and structured activities, preparing them for a smooth transition from preschool to school; and
- Providing preschool education under the guidance of the Early Years Foundation Stage (EYFS) statutory framework for children aged 2 years to compulsory school age.

We support a variety of children and families, including those with special educational needs, and prepare all children for their transition to school in a fun and educational environment.

How we are structured and managed

The preschool is managed by a General Manager, who supervises six members of staff.

A group of voluntary trustees are responsible for overseeing the management of the preschool. Trustees are parents of children attending the preschool and/or members of the local community. Trustees are recruited by requesting expressions of interest from parents and members of the wider community, and the preschool committee approve the appointments.

The preschool committee is made up of 6 trustees. The committee meets approximately once per month as set out in the Charity Constitution.

Trustees from 1st March 2022 to the date of approval of this report have been:

Chair: Lynnette Leslie

Treasurer: Tammy Gardiner

Secretary: Gemma Snelling/Clare Hinton

Additional committee members for this period have been:

Natalie Snelling Lyndsey Tilley

Lorina Saffell Rhia Marriott

Gemma Killingback Laura Reynolds

Robert Tilley



In managing the preschool activities, the trustees have considered the preschool's constitution, requirements set out in section 17(5) of the Charities Act 2011, and guidance set out by the Charities Commission, including that on public benefit requirements where relevant.

Our activities and achievements during the year

The year March 2022 to February 2023 has seen the preschool go from strength to strength with numbers of children and fundraising activities being organised. The possibility of a stand alone building for the preschool has added to the efforts and making this a possibility has been added to the list of the preschools priorities to help with the enrichment of the children's time with us.

Again we had an uplift in numbers of children starting at the preschool in September. We have taken on new members of bank staff to help keep the preschool running as smoothly as possible.

Financial review

During this year, the preschool generated income of £90,699.07 and incurred expenses of £77,061.38. The surplus generated this year of £17,637.69 has allowed us to put towards our own stand alone building within the current preschool garden and expand the garden meaning the preschool will be able to operate on Wednesday as well. Due to changes in National Minimum wage and staff pay some of this money has been allocated into the reserves pot for futureproofing the preschool.

The preschool has a reserves policy that requires sufficient funds to be held to cover staff wages for 3 months and to help cover contingencies in the event of emergencies, such as additional rent in the event that the current building was unusable. This policy has been adhered to throughout the financial year.

Approved by the trustees of Great Ellingham Preschool on 5th March 2024, and signed on their behalf by:

Lynnette Leslie
Chair of Great Ellingham Preschool Committee
5th March 2024

Great Ellingham Preschool
Profit & Loss
01/03/2022 to 28/02/2023

TURNOVER

CODE	NAME	TOTAL
4403	NCC Funding	£55,875.14
7903	Interest Received	£63.60
7906	Preschool fees	
	MON am - Monday Morning	£1,428.30
	MON lunch - Monday Lunch	£205.71
	MON PM - Monday Afternoon	£309.50
	MON ALL - Monday All Day	£5,297.40
	TUE AM - Tuesday Morning	£2,004.75
	TUE Lunch - Tuesday Lunch	£250.86
	TUE PM - Tuesday afternoon	£470.44
	TUE ALL - Tuesday All day	£4,762.80
	THUR AM - Thursday Morning	£2,049.30
	THUR Lunch - Thursday Lunch	£342.09
	THUR PM - Thursday afternoon	£1,387.26
	THUR ALL - Thursday all day	£3,423.60
	FRI AM - Friday Morning	£807.30
	FRI Lunch - Friday Lunch	£580.84
	FRI PM - Friday Afternoon	£2,306.38
	FRI ALL - Friday All Day	£4,492.80
	Unassigned	£47.03
7913	Donations	£1,623.10
7915	GEPS Fundraising Event	£2,984.00
7916	Logowear Uniform	£50.70
7918	Photographs	£68.40

Great Ellingham Preschool
Profit & Loss
01/03/2022 to 28/02/2023

CODE	NAME	TOTAL
7925	GEPS Christmas Fayre	-£76.37
10004	GEPS Sports Day	-£15.27
10005	GEPS Sports Day	-£20.59
10008	Petty Cash	-£20.00
Total Turnover		£90,699.07

LESS COST OF SALES

CODE	NAME	TOTAL
Total Cost Of Sales		£0.00
Gross Profit		£90,699.07

Great Ellingham Preschool
Profit & Loss
01/03/2022 to 28/02/2023

LESS EXPENSES

CODE	NAME	TOTAL
7100	Rent	£2,630.75
7502	Telephone	£90.00
7504	Stationery & Office Consumables	£69.25
7603	Professional Fees	£694.70
7907	Playground improvement	£453.11
7927	GEPS Fund Assoc costs	£17.13
7928	Christmas Presents for Children	£48.00
8204	Insurance	£708.74
8206	Playground equipment	£5.98
8207	Indoor Play Equipment	£6.99
8211	Craft Materials / Consumable Play equipment	£622.46
8212	Expenditure queries	£72.97
8219	Heating	£250.00
8223	Cleaning Materials /Personal Hygiene supplies	£216.78
8226	Staff Training	£315.90
8227	Books & DVDs	£30.00
8229	OFSTED	£35.00
8231	Staff costs (Tea, coffe, milk)	£198.25
8237	Postage	£38.98
8238	Plants & Garden	£46.39
8241	Committee costs	£1,059.20
8247	Computer equipment	£722.49
8248	Wages	£61,646.41
8249	Equipment	£718.80

Great Ellingham Preschool
Profit & Loss
01/03/2022 to 28/02/2023

CODE	NAME	TOTAL
8252	DBS Costs	£212.40
8254	Gompels	£545.64
10003	Pensions	£1,485.06
10007	Staff Appreciation	£120.00
Total Expenses		£73,061.38
Net Profit		£17,637.69

INDEPENDENT EXAMINES STATEMENT

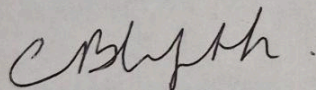
In conjunction with my examination, no matter has come to my attention:

- 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;
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 proper understanding of the accounts to be reached.

Signed:

A handwritten signature in dark ink, appearing to read 'CBlyth', followed by a period.

Claire Blyth