



|                       |         |
|-----------------------|---------|
| YOU AND ME PRE-SCHOOL | 1161960 |
|-----------------------|---------|

## Receipts and payments accounts

CC16a

|                     |            |    |            |
|---------------------|------------|----|------------|
| For the period from | 01/09/2022 | To | 31/08/2023 |
|---------------------|------------|----|------------|

### Section A Receipts and payments

|                                                       | Unrestricted funds<br>to the nearest<br>£ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-------------------------------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |                                           |                                      |                                     |                                 |                               |
| Early Educational Entitlement                         | 87,164                                    | -                                    | -                                   | 87,164                          | 79,220                        |
| Fees                                                  | 17,046                                    | -                                    | -                                   | 17,046                          | 19,711                        |
| Trips payments                                        | -                                         | -                                    | -                                   | -                               | -                             |
| Registration fees                                     | 560                                       | -                                    | -                                   | 560                             | 280                           |
| Fund raising                                          | 1,853                                     | -                                    | -                                   | 1,853                           | 1,135                         |
| Donations/Sponsorship                                 | 234                                       | -                                    | -                                   | 234                             | 121                           |
| Fruit 'n' Photo Donations                             | 1,687                                     | -                                    | -                                   | 1,687                           | 1,334                         |
| Gift Aid receipts                                     | 286                                       | -                                    | -                                   | 286                             | 158                           |
| Bank interest received                                | 171                                       | -                                    | -                                   | 171                             | 128                           |
|                                                       | -                                         | -                                    | -                                   | -                               | -                             |
|                                                       | -                                         | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>109,001</b>                            | <b>-</b>                             | <b>-</b>                            | <b>109,001</b>                  | <b>102,087</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |                                           |                                      |                                     |                                 |                               |
|                                                       | -                                         | -                                    | -                                   | -                               | -                             |
|                                                       | -                                         | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>109,001</b>                            | <b>-</b>                             | <b>-</b>                            | <b>109,001</b>                  | <b>102,087</b>                |
| <b>A3 Payments</b>                                    |                                           |                                      |                                     |                                 |                               |
| Wages & Salaries                                      | 76,138                                    | -                                    | -                                   | 76,138                          | 68,834                        |
| Tax & Payroll                                         | 937                                       | -                                    | -                                   | 937                             | 922                           |
| Staff training                                        | 222                                       | -                                    | -                                   | 222                             | 545                           |
| Employers Pension Contributions                       | 1,877                                     | -                                    | -                                   | 1,877                           | 1,656                         |
| Rent                                                  | 8,280                                     | -                                    | -                                   | 8,280                           | 7,274                         |
| Business Rates                                        | 258                                       | -                                    | -                                   | 258                             | 183                           |
| Cleaning                                              | 5,037                                     | -                                    | -                                   | 5,037                           | 1,104                         |
| Trade Waste Collection                                | 499                                       | -                                    | -                                   | 499                             | 485                           |
| SEN Premium                                           | 4,024                                     | -                                    | -                                   | 4,024                           | -                             |
| Insurance(contents/employers/etc)                     | 999                                       | -                                    | -                                   | 999                             | 1,009                         |
| Telephone Charges                                     | 616                                       | -                                    | -                                   | 616                             | 281                           |
| EYPP Purchases                                        | 446                                       | -                                    | -                                   | 446                             | -                             |
| Subscriptions                                         | 59                                        | -                                    | -                                   | 59                              | 99                            |
| Office Costs                                          | 405                                       | -                                    | -                                   | 405                             | 517                           |
| New Toys/Play Equipment                               | 802                                       | -                                    | -                                   | 802                             | 523                           |
| New Office Equipment                                  | 210                                       | -                                    | -                                   | 210                             | 331                           |
| Fruit/Snack/Milk Budget                               | 636                                       | -                                    | -                                   | 636                             | 538                           |
| Miscellaneous admin expenses                          | 660                                       | -                                    | -                                   | 660                             | 461                           |
| Accountancy                                           | 792                                       | -                                    | -                                   | 792                             | 780                           |
| Consumables                                           | 1,096                                     | -                                    | -                                   | 1,096                           | 452                           |
| Visits/Trips/Xmas Pty/Open&Ind Day                    | 413                                       | -                                    | -                                   | 413                             | 201                           |
| Fund Raising Expenditure                              | -                                         | -                                    | -                                   | -                               | 120                           |
| Advertising / Promotions                              | 194                                       | -                                    | -                                   | 194                             | 45                            |
|                                                       | -                                         | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>104,600</b>                            | <b>-</b>                             | <b>-</b>                            | <b>104,600</b>                  | <b>86,360</b>                 |
| <b>A4 Asset and investment purchases. (see table)</b> |                                           |                                      |                                     |                                 |                               |
|                                                       | -                                         | -                                    | -                                   | -                               | -                             |
|                                                       | -                                         | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>104,600</b>                            | <b>-</b>                             | <b>-</b>                            | <b>104,600</b>                  | <b>86,360</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>4,401</b>                              | <b>-</b>                             | <b>-</b>                            | <b>4,401</b>                    | <b>15,727</b>                 |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>72,353</b>                             | <b>-</b>                             | <b>-</b>                            | <b>72,353</b>                   | <b>56,626</b>                 |
| <b>Cash funds this year end</b>                       | <b>76,754</b>                             | <b>-</b>                             | <b>-</b>                            | <b>76,754</b>                   | <b>72,353</b>                 |

## Section B Statement of assets and liabilities at the end of the period

| Categories           | Details                 | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|-------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | Current account         | 43,304                             | -                                | -                               |
|                      | Reserve account         | 33,276                             | -                                | -                               |
|                      | Petty Cash account      | 174                                | -                                | -                               |
|                      | <b>Total cash funds</b> | <b>76,754</b>                      | -                                | -                               |

(agree balances with receipts and payments account(s))

OK

OK

OK

|                                 | Details                 | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|-------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> | PAYE and NI HMRC debtor | 561                                | -                                | -                               |
|                                 |                         | -                                  | -                                | -                               |
|                                 |                         | -                                  | -                                | -                               |
|                                 |                         | -                                  | -                                | -                               |
|                                 |                         | -                                  | -                                | -                               |
|                                 |                         | -                                  | -                                | -                               |

|                             | Details | Fund to which<br>asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|--------------------------------|-----------------|--------------------------|
| <b>B3 Investment assets</b> |         |                                | -               | -                        |
|                             |         |                                | -               | -                        |
|                             |         |                                | -               | -                        |
|                             |         |                                | -               | -                        |
|                             |         |                                | -               | -                        |

|                                                         | Details                                | Fund to which<br>asset belongs | Cost (optional) | Current value (optional) |
|---------------------------------------------------------|----------------------------------------|--------------------------------|-----------------|--------------------------|
| <b>B4 Assets retained for the<br/>charity's own use</b> | Computer & Electrical Equipment        | unrestricted                   | 1,480           | -                        |
|                                                         | Indoor Books/Toys/Games/Puzzles        | unrestricted                   | 8,866           | -                        |
|                                                         | Outside Toys/Bikes/Climbing Frames etc | unrestricted                   | 11,843          | -                        |
|                                                         | Furniture                              | unrestricted                   | 5,406           | -                        |
|                                                         |                                        |                                | -               | -                        |
|                                                         |                                        |                                | -               | -                        |
|                                                         |                                        |                                | -               | -                        |
|                                                         |                                        |                                | -               | -                        |

|                       | Details | Fund to which<br>liability relates | Amount due<br>(optional) | When due (optional) |
|-----------------------|---------|------------------------------------|--------------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                    | -                        |                     |
|                       |         |                                    | -                        |                     |
|                       |         |                                    | -                        |                     |
|                       |         |                                    | -                        |                     |
|                       |         |                                    | -                        |                     |

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

|             |                 |        |
|-------------|-----------------|--------|
| P.D. Gordon | Mr Peter Gordon | 4/6/24 |
|             |                 |        |

# Trustees' Annual Report for the period

|      |                   |             |              |    |                 |             |              |
|------|-------------------|-------------|--------------|----|-----------------|-------------|--------------|
| From | Period start date |             |              | To | Period end date |             |              |
|      | Day<br>01         | Month<br>09 | Year<br>2022 |    | Day<br>31       | Month<br>08 | Year<br>2023 |

## Section A Reference and administration details

Charity name

YOU AND ME PRE-SCHOOL

Other names charity is known by

Registered charity number (if any) 1161960

Charity's principal address

The Cabin, Church of Our Saviour

Ashton Place, Chelmer Village

Chelmsford, Essex

Postcode CM2 6ST

### Names of the charity trustees who manage the charity

|    | Trustee name     | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|------------------|-----------------|-----------------------------------|---------------------------------------------------------------|
| 1  | Peter Gordon     | Chairperson     |                                   |                                                               |
| 2  | Kellie Deacon    | Secretary       |                                   |                                                               |
| 3  | Victoria Edwards | Treasurer       |                                   |                                                               |
| 4  | Stephanie Jones  |                 |                                   |                                                               |
| 5  | Katie Aspinell   |                 |                                   |                                                               |
| 6  | Jill Burtenshaw  |                 |                                   |                                                               |
| 7  |                  |                 |                                   |                                                               |
| 8  |                  |                 |                                   |                                                               |
| 9  |                  |                 |                                   |                                                               |
| 10 |                  |                 |                                   |                                                               |
| 11 |                  |                 |                                   |                                                               |
| 12 |                  |                 |                                   |                                                               |
| 13 |                  |                 |                                   |                                                               |
| 14 |                  |                 |                                   |                                                               |
| 15 |                  |                 |                                   |                                                               |
| 16 |                  |                 |                                   |                                                               |
| 17 |                  |                 |                                   |                                                               |
| 18 |                  |                 |                                   |                                                               |
| 19 |                  |                 |                                   |                                                               |
| 20 |                  |                 |                                   |                                                               |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

## Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

## Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

CIO Constitution re-adopted at the charity AGM on 27/09/2022

How the charity is constituted  
(eg. trust, association, company)

Pre-School Learning Alliance association consisting of members

Trustee selection methods  
(eg. appointed by, elected by)

Trustees are appointed or reappointed annually at the Annual General Meeting

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

You & Me Pre-school is a non-profit making organisation and a registered Charity, and it became active as a CIO (charitable incorporated organisation) on 7<sup>th</sup> Dec 2017 – registered charity number 1161960.

You and Me Pre-School CIO, was registered with Ofsted on 7<sup>th</sup> Dec 2017, with a setting reference number of EY546639.

All trustees have to do the following for their induction into the Pre-School Committee;

1. Read and understand the adopted constitution
2. Be shown the You & Me Pre-Schools Policies and Procedures, in order that they can be referenced when required
3. Read the EYFS (Early Years Foundation Stage)
4. Complete OFSTED EY2 form, and DBS check
5. Be given copies of Committee and Staff structures and contact lists
6. Updated on forthcoming events and current issues and tasks.

You & Me Pre-School is a non-profit making organisation and a registered Charity. Since December 2017 we have been operating as a charitable incorporated organisation (CIO) - You and Me Pre School CIO – registered charity number 1161960.

The Pre-School is a member of the Early Years Alliance, and the Manager participates in local Sub-Committee meetings, and signposts parents and practitioners to the support services available. Staff and the Committee attend Early Years training, briefings and regularly consult its publications.

The charity rents its premises from 'The Church of Our Saviour'.

The charity's Policies and Procedures are all reviewed and updated at least annually.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The charity works for the public benefit having as its objects the development and education of children and young people in particular by:

1. Promoting their care and safety.
2. Promoting their education and promoting parental involvement.
3. Promoting their health and wellbeing.
4. Providing services to support them and their families and carers.
5. Providing services to individuals holding membership of the CIO.
6. Furthering the aims of the Pre-School Learning Alliance.

You & Me Pre-School provides a much-needed service for the local community as well as giving the children that attend a great start. The charity works for the public benefit having as its objects the development and education of children and young people in particular by:

1. **Promoting their care and safety;** Our setting works with children, parents and the community to ensure the rights and safety of children and to give them the very best start in life. All the correct policies and procedures are in place to ensure that optimal care and safety is achieved.
2. **Promoting their education and promoting parental involvement.** By using the EYFS framework, we promote teaching and learning that ensures children's 'school readiness' and gives children the broad range of knowledge and skills that provide the right foundations for school and through life. We have a specially tailored curriculum designed to achieve approved 'learning outcomes' of the EYFS: Personal, social and emotional development, Mathematics, Knowledge and understanding of the World, Physical development and Creative development. Children benefit most when parents and the Pre-School work together in partnership. We actively encourage parental involvement in their child's education, management and governance of the setting. Research shows that it can be a great benefit for children, who achieve more when their parents are involved in their education from a young age. Parents benefit from being given opportunities to meet like-minded people, develop close social networks and forge links in the local community - especially beneficial to parents who have recently moved to the area.
3. **Promoting their health and wellbeing;** Children's earliest years are recognised as vital in enabling them to reach their full potential. In our setting the children have the opportunity to increase confidence and independence, to enable them to make decisions for themselves and be responsible for their actions, to have fun and build friendship with other children. The children receive individual care and attention, which is made possible by our high ratio of adults to children. The children receive reassurance, appropriate praise and encouragement to try new activities in a safe and supportive environment. The Pre-School has staff trained and with experience in the following areas; working with children with behavioural problems, working with children with speech and language and communication needs, working with children on the Autistic spectrum, working with children with allergies and special education needs.
4. **Providing services to support them and their families and carers;** By providing early years care and education we are enabling children's growth and development, as well as supporting their family to return to work, which benefits the community in many ways. All children have the support of a personal key-worker as we believe that children settle best when they have a key person to relate to, who knows them and their parents well, and who can meet their individual needs. Research shows that a key person approach benefits the child, the parents, the staff and the setting by providing secure

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

relationships in which children thrive, parents have confidence and staff are committed.

5. **Providing services to individuals holding membership of the CIO;** Membership of the charity applies to all parents. Studies have revealed that Pre-Schools are much more than just nurseries or playgroups to members i.e. parents. The Pre-School Staff and committee also offer families practical and emotional support, valuable information, training and employment opportunities, help and advice on parenting, education, health, social security and housing matters. The Pre-School encourages and support parents to play an active part in the governance and management of the setting. The elected trustees are mainly parents of children who attend the setting. Membership gives parents the opportunity to shape the services the Pre-School provides. This benefits the child and family because it means that parents receive the right childcare for their needs. Parents who actively participate in the management and governance of the setting and the fundraising gain a sense of achievement and self-satisfaction by participating in rewarding work for a good cause, and giving something back to their local community. On a professional level, for parents actively involved in the Committee and the running of the Pre-School, it provides a chance for them to keep their minds active, learn new skills, and help them to return to work.
6. **Furthering the aims of the Pre-School Learning Alliance.** All children who attend the Pre-School, its members, employees and associates benefit from the Pre-Schools membership of the Pre-School Alliance.

#### **Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

The Pre-School is reliant on the services of Volunteers who give up their time to be members of the Committee. We rely heavily on them to not only help with the general running and development of the Pre-School but also to maximise the use of their skills and experience in an assortment of disciplines such as Fundraising.

The pre-school is proud to have been awarded an Ofsted OUTSTANDING assessment following an inspection in Summer 2022 and efforts continued to be made to maintain this level of performance. The legacy of home working post-Covid continued to have an influence on our ability to recruit Committee members, although we were able to meet relevant levels.

In the current year, You and Me committed to supporting the new Essex Early Years and Childcare Charter. The Charter is a set of minimum principles that early years and childcare providers and partners commit to. The principles are based around best practice and values to support families and giving children the best start in life.

### Summary of the main achievements of the charity during the year

#### Financial Summary

The financial year for the charity was 1<sup>st</sup> September 2022 – 31<sup>st</sup> August 2023. The performance continued to be reasonable following the impact of the Coronavirus pandemic and closure of the Pre-School in 2020

This financial year had a good starting financial basis, with a starting balance of £48,590 plus £23,576 in the reserve funds.

1. The Pre-School finished the financial year in a good position with a reasonable profit of £4,401. Staff costs continue to be the largest part of Pre-School expenditure and, at 76%, even taking into account the Government's 9.7% increase in the National Minimum Wage (NMW) implemented in April 2023, we achieved a slight reduction compared to the previous year.
2. The Pre-School had a creditable overall 91% occupancy rate for the whole year and this translated into a yearly average profit of £1.13 per child per session.
3. Staff salaries were reviewed and increased in April 2023. Even so, the overall percentage of staff costs to total expenditure has reduced modestly from the previous year. We continued the careful management of our staff resources, utilising 'bank' staff to fill in as and when necessary.
4. We fell a little short of our Fundraising target of £2500 which was due in part because we were unable to stage our Summer Fayre. However, with a fundraising total figure of £1972 achieved (79%), mostly from a successful Christmas Fayre, this was better than the previous year. Purchases made from fundraising include a new pre-school printer, two new storage units, a new snack, books for leavers and small Christmas gifts,

**Charities Management.** The Charity had between 5 - 6 trustee members at any time (out of 12 available committee positions). The day-to-day management of the Pre-School is carried out by the Pre-School Manager and the Business Manager.

#### Main Routine Annual Tasks completed;

- Pre-School's CIO Charity commission Report & Financial report for 2021/22
- Renewal of Pre-School Insurance: liability, indemnity and contents
- Ofsted and Pre-School Alliance memberships
- Staff and committee DBS checks
- Staff contracts
- Pre-School Fees review
- Communication to Parents – face to face contact occurs daily but we also communicate via E Mails and letters. Posts on our Facebook page are also a useful form of quick communication.
- Physical Half Termly Committee Meetings
- The Covid pandemic and lockdown in 2020 resulted in the Annual General Meeting being held at the end of September. This has continued and helps recruitment of new Committee members as more new parents attend rather than a significant number whose children will be leaving the pre-school for state schools.

**Additional Tasks Completed by Committee:**

**IT & Website.** Facebook continued to be popular for communication with parents/carers and a weekly summary of the activities undertaken continues to be published at the end of each week. It is also used to provide other information about Early Years matters.

The re-branding of our pre-school, with a new logo, uniforms and signage was completed with full implementation effective from the start of the 2023/24 Academic year in September 2023. A lot of work was put into the creation of a new website and this will be launched in tandem with the move of service provider in 2023/24.

**Staff/Structure.** We modified the staff structure slightly to include a new, senior position which will provide greater potential for career development among our long serving staff. Responsibilities of roles were adjusted slightly and the new senior role will provide greater support to the Manager. Implementation scheduled for the start of the 2023/24 Academic year in September 2023.

**Premises.** Our landlord (Church of Our Saviour) proposed the introduction of a new, formal rental agreement between us and, as part of this exercise, we will move onto a new monthly billing agreement. Given the recent, significant increases in energy prices in the UK, this includes the installation of a separate electricity meter for the pre-school in order that the exact usage can be determined. The new meter was fitted in August 2023.

**Admissions.** We started the academic year with an occupancy level of 81% and finished on 98% with an overall average for the year of 91%. Our Occupancy levels are a very important driver in our financial performance and we were encouraged by the figures reported

**Christmas Fayre.** The Christmas Fayre was very successful and contributed £1157 to our overall fundraising target. This was achieved through the diligent efforts of Committee members and staff.

**ICO – The Pre-School** renewed its registration with the Information Commissioner's Office (ICO) as per the GDPR law. Ref number ZA431694.

**Pre-School Trip.** Appropriate venues for the annual Pre-School trip are still not as readily available since Covid and we will look into reinstating this in the future.





## Section E Financial review

### Brief statement of the charity's policy on reserves

The Pre-School aims to hold 3 months' worth of running costs in the reserve account. This is to maintain a reasonable level of reserves to cover unforeseen circumstances. The reserve account at the end of 2022/23 was £33,276 and we keep this under regular review.

### Details of any funds materially in deficit

Not applicable

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of funding continues to be from the Early Years Government Funding which applies to all children from the term after their 3<sup>rd</sup> birthday. This is paid by Essex County Council.

Plans are afoot to introduce 15 hours funding for 2-year-olds but this is likely to happen in the 2023/24 Academic year.

Another key source of income for the charity are the fees charged for all children not yet eligible for the government funding.

Fruit 'n' Photo fund - A voluntary donation is requested from those whose children are funded by the government grant to help cover costs of snacks and other items consumed at the Pre-School. However, donations have been declining and we have therefore taken measures to 'educate' our parents on how important these donations are and how the money is spent on their children. We re-named these donations as 'Child Enrichment' funds, which is more descriptive of their purpose. These donations are sought across the board.

Against the background of the adverse UK economy and increasing costs, it was agreed that our 3-hour session cost should be increased to £18 effective from September 2023. This is a modest increase of £0.50 per hour.

The two prime fundraising events are the Summer and Christmas Fayres but we also conduct small events within the pre-school each term e.g. cake bake/potted sunflowers etc.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

|              |                        |  |
|--------------|------------------------|--|
| Signature(s) | <u>P.D. Gordon</u>     |  |
| Full name(s) | Mr Peter Donald Gordon |  |

|                                     |             |  |
|-------------------------------------|-------------|--|
| Position (eg Secretary, Chair, etc) | Chairperson |  |
|-------------------------------------|-------------|--|


|      |               |
|------|---------------|
| Date | <u>4/6/24</u> |
|------|---------------|



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

|                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                |          |
|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------|
| <b>Report to the trustees/<br/>members of</b>                           | Charity Name<br>YOU AND ME PRE-SCHOOL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                |          |
| <b>On accounts for the year<br/>ended</b>                               | 31/08/2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Charity no<br/>(if any)</b> | 1161960  |
| <b>Set out on pages</b>                                                 | <br>(remember to include the page numbers of additional sheets)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                |          |
| <b>Respective responsibilities<br/>of trustees and examiner</b>         | <p>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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none"><li>• examine the accounts under section 145 of the Charities Act,</li><li>• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and</li><li>• to state whether particular matters have come to my attention.</li></ul>                                                                                                              |                                |          |
| <b>Basis of independent<br/>examiner's statement</b>                    | <p>My examination was carried out in accordance with general Directions given by the Charity Commission. 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 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 below.</p>                                                                                  |                                |          |
| <b>Independent examiner's<br/>statement</b>                             | <p>In connection with my examination, no matter has come to my attention (other than that disclosed below *)</p> <ol style="list-style-type: none"><li>1. which gives me reasonable cause to believe that in, any material respect, the requirements:<ul style="list-style-type: none"><li>• to keep accounting records in accordance with section 130 of the Charities Act; and</li><li>• to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act</li></ul>have not been met; or</li><li>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li></ol> <p>* Please delete the words in the brackets if they do not apply.</p> |                                |          |
| <b>Signed:</b>                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Date:</b>                   | 4/6/2024 |
| <b>Name:</b>                                                            | ADAM HOTSON                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                |          |
| <b>Relevant professional<br/>qualification(s) or body (if<br/>any):</b> | FCCA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                |          |
| <b>Address:</b>                                                         | Office 2 The Reach, 687-693 London Rd, Westcliff on Sea, Essex. SS0 9PD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                |          |

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.