

Minutes for Newquay Preschool and Nursery Annual General Meeting held on Tuesday
the 13th May 2025

Persons Present: Rachel Taylor, Abigail Bly, Lisa Camps, Lucy Denahy, Charmaine Murray, Sarah Bunt, Gemma Jones

Apologies: Nicole Grant

Committee approved minutes of the last meeting

Members invited to declare any conflicts of interests

Committee received the independent examiners report of the charity for the year ending August 2024

Committee received the Trustees Annual report for the previous year ending August 2024

Trustees all stood down.

New Trustees were appointed for the upcoming year and completed trustee eligibility declaration forms. Rachel Taylor, Abigail Bly and Lisa Camps were newly appointed, Sarah Bunt, Nicole Grant, Gemma Jones and Lucy Denahy were re-appointed.

Report for the year September 2023 – August 2024.

Training completed:

Communication and Learning/safeguarding/Planning in the moment/interacting not interfering/Boxall/fire warden/First aid/Greg Bottrell 'Can I go and Play Now'/funding updates/baby training/leadership

Special events:

In house training day for the whole team in February with Anna Ephgrave planning in the moment. As a team we were able to establish our ethos with Anna and ensure that what we delivered was strong and supported child led learning.

Halloween Disco organised by the Preschool Committee at the Football Club, we had a wonderful turn out with families.

Children in Need November 2023

Nativity Play at St Michaels Church December 2023

End of year Christmas Party at the setting December 2024.

Marks Arc and parents open afternoon in April 2024 for Easter with a special raffle to raise funds.

Sports Day June 2024 at the football club.

End of year trip to Newquay Zoo on the land train for the children leaving to go to School and an end of term party for all the children at the setting.

Visiting Kimberley Court

Trips out to the local community with all the rooms to the library, park, beach and Gannel.

Staff changes:

Yolanda Brannigan joined the team in September as a chef.

Maddie Burton, Sarah Marchant and Jess joined the team and also left within the same year.

Katie York left in December 2023 Charmaine Murray and Lucy Denahy took over as Managers from January 2024

Lourdes Rechi Vergonos joined the team in March 2024

Kim Lawry left May 2024 and Kylie Colegate took over from July 2024.

Amy Denahy and Lydia Rowe rejoined the team in February 2024.

Building works and grants

The setting received funding from the local Authority to expand the under 2's areas, we had a big transformation over the summer holidays which involved a complete over hall of daisy and green, as well as the office.

March 2024 – setting received a grant from the Tesco's blue coins which was spent on the outdoors

Main electrics board was renewed in March 2024

PAT testing completed in May 2024.

Implemented the 9 month and 2-year-old funding from April 2024

Completed a promotional video for the website in February 2024 thank you to Alex Dobbs.

New sign was made and donated by Elianas mums work, this went on the bottom of Clevedon Road.

Setting signed up to Blossom in July 2024 as a new software for the setting to manage the administrative activities.

Special thanks to:

Our wonderful trustees Gemma Jones, Sarah Bunt and Nicole Grant for their support over a challenging year of supporting the setting and the team. We wouldn't be here without you guys!

Thank you to Shore electrics, Brian our helpful hands-on dad who always comes to help when we need him, Dan's decorating, DW carpentry for fitting us in very last minute and doing an amazing job, Ren at Howdens for securing us an amazing price for the new flooring, Andy Trebilcock for fitting the flooring, South West Carpets and George and Glen for fitting the new windows at a fantastic price.

Thank you to the wonderful families that chose to send their children to the setting, some of whom we have all watch their families grow and flourish and even come back with their own children !

Extra special thank you to the staff of the setting, for working so hard and giving their all to the children and families who use the setting, they are the glue that makes the setting a wonderful place.

Any other business:

Committee meeting agreed for 17th June 2025 5pm at the setting.

Meeting closed: 7.30pm.

NEWQUAY PRE-SCHOOL

Annual Unaudited Accounts

Year ended 31 August 2024

Registered Charity Number 1168085

Chapman Gain
Chartered Accountants
St Austell

NEWQUAY PRE-SCHOOL

Statement of Financial Activities

for the year ended 31 August 2024

	Unrestricted funds	
	2024	2023
	£	£
Incoming resources		
Attendance fees	171,595	194,391
Funding	271,173	263,554
Miscellaneous	-	250
Grant income	1,000	-
Total incoming resources	443,768	458,195
Resources expended		
Wages	387,433	382,240
Pension costs	4,135	4,802
Sub-contract costs	-	2,667
Travelling and training	3,864	1,126
Repairs/maintenance of the school	4,204	4,577
Lighting and heating costs	10,664	6,716
Rent, refuse and water	4,203	4,943
Insurances	4,409	4,084
Materials, supplies and equipment	8,938	7,361
Sundry expenses	1,514	2,847
Activities	1,475	1,250
Shopping	9,493	7,583
Stationery, postage and website	1,528	1,841
Computer and software costs	1,405	963
Telephone	2,371	1,852
Professional fees	2,176	2,524
Bank interest and charges	198	147
Equipment rental	1,250	1,318
Cleaning costs	9,718	1,685
Total resources expended	458,978	440,526
Net (outgoing)/ incoming resources	(15,210)	17,669
Total funds brought forward	11,653	(6,016)
Total funds carried forward	(3,557)	11,653

NEWQUAY PRE-SCHOOL

Balance sheet

At 31 August 2024

	2024	2023
	£	£
Current assets		
Debtors and prepayments (Note 5)	15,594	11,718
Cash at bank and in hand (Note 6)	94,764	117,483
	<u>110,358</u>	<u>129,201</u>
Creditors: amounts falling due within one year	<u>(17,839)</u>	<u>(17,733)</u>
Net (liabilities)/assets	<u>(6,481)</u>	<u>11,468</u>
Funds of the charity		
Unrestricted funds	<u>(6,481)</u>	<u>11,468</u>
Total funds	<u>(6,481)</u>	<u>11,468</u>

Signed on behalf of the trustees on 13 May 2025

Trustee - S Burt

Chairman - G Jones

NEWQUAY PRE-SCHOOL

Notes to the accounts

Note 1 Basis of preparation

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost in accordance with *Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2019)* and with the Charities Act.

Note 2 Accounting policies

This standard list of accounting policies has been applied by the charity.

Incoming resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (Sof A) when:

- The charity becomes entitled to the resources,
- The trustees are virtually certain they will receive the resources, and
- The monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the Sof A.

Grants and donations

Grants and donations are only included in the Sof A when the charity has unconditional entitlement to the resources.

Expenditure and Liabilities

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

NEWQUAY PRE-SCHOOL

Notes to the accounts (continued)

Note 3 Details of certain items of expenditure

3.1 Fees for examination of the accounts

	2024	2023
	£	£
Independent examiner's fees for reporting on the accounts	0.00	0.00

Note 4 Paid employees

4.1 Staff costs

	2024	2023
	£	£
Gross wages	100,870	100,307
Employer's national insurance costs	18,708	17,873
	<u>119,578</u>	<u>118,180</u>

4.2 The average number of employees in the year was 25 (2023: 25)

Note 5 Debtors and prepayments

	2024	2023
	£	£
Trade debtors	1,094	-
Other debtors	11,360	-
Prepayments	860	1,704
	<u>13,314</u>	<u>1,704</u>

Note 6 Cash at bank and in hand

	2024	2023
	£	£
General Purposes Bank Account	50,764	17,683
Cash in hand	-	-
	<u>50,764</u>	<u>17,683</u>

NEWQUAY PRE-SCHOOL

Independent Examiner's Report to the Trustees of Newquay Pre-School

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2024.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the accounts carried out under section 143 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept as required by section 130 of the Act, or
- the accounts do not accord with the accounting records, or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

D. J. Chapman

David J Chapman BA FCA
Chapman Gain
Chartered Accountants
4 Tregarne Terrace
St Austell
Cornwall PL25 4BE

13 May 2025

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	<u>113,357</u>	<u>129,201</u>
Creditors: amounts falling due within one year	<u>(17,839)</u>	<u>(17,733)</u>
Net (liabilities)/assets	<u>(3,882)</u>	<u>11,468</u>
Funds of the charity		
Unrestricted funds	<u>(3,882)</u>	<u>11,468</u>
Total funds	<u>(3,882)</u>	<u>11,468</u>

Signed on behalf of the trustees on 13 May 2025

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