



Registered Charity No. 1169451

Eaton Socon Pre-School

A young persons dream

AGM Minutes

Wednesday 22nd October 2025
7.30pm @Eaton Socon Pre-School

1) Welcome and Introduction by the Chair

- *KC welcomed everyone and introduced all Trustees and their roles.*
- *Attendees – Kathryn Cole, Caroline Allanson, Zoe Smith, Emma Butterworth, Emily Kiernan and Nick Carvell (via teams) Kerry-anne, Jo, Kate, Lynne, Maddy, Zara Carroll (parent) Katie Oliver (parent) Abidemi Ajibole (parent) Busayo (parent) Michael Menjah (parent)*
- *Apologises – Lisa Hamblin, Debbyanne, Wendy B, Wendy H,*

2) Minutes of last AGM

Signed by Emma Butterworth, Emily Kiernan and Kate Miller

3) Agree and Adopt Setting CIO Constitution

- *There have been no amendments in the Constitution since 2013. The Constitution documents are available to read in the office. All trustees have their own copy. A copy is always kept in the office if anyone wishes to read it.*

4) Agree and Adopt Reviewed Policies

- *All policies were read by CA (manager) whilst recuperating from a hip replacement and amended where appropriate.*
- *Wendy H, Maddy W and Debbyanne L have also read policies appropriate to their roles and amended where necessary.*
- *Our office manager will email any parents if they wish to receive a copy of any of the Pre-schools policies.*
- *Staff have access to all policies at all times.*
- *At meetings - trustees will read a policy each time we have a minute*
- *Trustees will be signing to agree adaption of polices.*

5) Chairs report

No comments made

6) Treasurers Report and Presentation of Accounts

Explained to parents about the report – KC is pleased to see a surplus/profit. Invoicing will be decreasing, and how funding will be different too. NC comments that its great we are also in a surplus and carry on as we are – well done to everyone. KC and CA look at accounts a couple of times a month and compare to the previous year to help keep track of our financial position (we know we made a profit last year so it is a good comparison of accounts).

7) Managers Report

Caroline thanks staff and trustees for support while she was off after operation. EB says Ofsted was disappointing as we know ESPS is a brilliant setting. Ofsted changes from 1st November. Parents questionnaire comments discussed. Discussion about tablets, white boards and computers in the rooms. Parents questionnaires are important to the Preschool. Literacy and numeracy evenings also discussed as it was



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something that parents wanted – thoughts have been given about a leaflet to handout instead of the evenings.

8) Questions regarding Reports and Accounts

See above

9) Resignation of any current trustees.

- *No Trustees are resigning.*
- *According to the Constitution Trustees only need to resign on a biannual basis. All trustees resigned and were re-elected last year and 2 new trustees joined only a year ago, so this does not need to take place this year.*

10) Nominations and election of new trustees that have joined in this past year.

- All positions to be formally agreed at a Trustee meeting held within 7 days of the AGM. NC has said at the next AGM (2026) he will be resigning.

11) Any other business

- None

Meeting closed at 19.52

EATON SOCON PRE-SCHOOL

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST AUGUST 2025

**EATON SOCON PRE-SCHOOL
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2025**

	2025		2024	
	£	£	£	£
Income				
Fees from parents		55,046		63,897
CCC Funding		558,786		496,708
Sen Income	29,596		45,663	
Sen Expenditure	7,182		5,189	
		22,414		40,474
Children's' uniforms				
Sales	1,936		1,206	
Costs	2,478		1,659	
		(542)		(453)
Snacks				
Donations	492		491	
Costs	3,135		2,804	
		(2,643)		(2,313)
Fund Raising				
Income	1,760		1,791	
Expenditure	417		562	
		1,343		1,229
Trips				
Income	388		1,329	
Expenditure	1,413		1,329	
		(1,025)		-
Donations		50		104
Apprenticeship Funding				500
		633,429		600,146
Direct Costs				
Wages, Nat Ins & Pension		488,968		459,133
Gross surplus		144,461		141,013
Interest Receivable (net)		2,024		1,913
		146,485		142,926
Expenditure		140,284		133,997
Surplus For The Year		6,201		8,929

**EATON SOCON PRE-SCHOOL
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2025**

Expenditure

Rates	3,489	3,803
Water	2,091	1,347
Light & Heat	6,569	7,162
Property Maintenance	26,078	13,427
Household & Cleaning	9,054	8,856
Office & kitchen Equipment	3,208	3,650
Staff Welfare	6,069	6,749
Software & It Subscriptions	4,733	3,231
Travel & Subsistence	267	272
Telephone	3,086	3,046
Post & Stationery	2,771	2,073
Play Equipment and consumables	19,706	25,125
Hire of Equipment	4,132	3,410
Staff Uniforms	1,754	2,549
Training	2,841	3,073
Books	2,305	583
Sundry Expenses	559	-
Health & Safety	1,719	1,581
Licences & Insurance	4,202	5,699
Legal & professional fees	4,093	894
DBS Checks	275	356
Accountancy	822	780
Bookkeeping	6,540	6,991
Payroll Processing	-	361
Depreciation	13,181	17,061
Bank charges	335	363
Administration Consultant	7,345	7,467
Celebration Events	3,060	4,088
	140,284	133,997

**EATON SOCON PRE-SCHOOL
BALANCE SHEET AS AT 31ST AUGUST 2025**

Fixed Assets	Note	£	£
Tangible Assets	1	195,810	206,232
Current assets			
Trade Debtors	446	1,704	
Prepayments	4,763	4,003	
Bank Accounts			
Current Account	43,690	46,836	
ESPS CIO Current a/c	192,501	115,144	
Contingency Fund	174,850	172,357	
Cash in Hand	100	100	
	<u>416,350</u>	<u>340,144</u>	
Current Liabilities			
Trade Creditors	4,979	3,817	
PAYE & Pensions	11,498	8,859	
Receipts in Advance	151,962	103,276	
Other Creditors	4,856	4,856	
Barclaycard	82	9	
Accruals	7,825	825	
Corporation Tax	475	452	
	<u>181,677</u>	<u>122,094</u>	
Net Current Assets		234,673	218,050
NET ASSETS		<u>430,483</u>	<u>424,282</u>
Represented By :			
General Reserve			
Balance at 1st September 2024	274,275	265,346	
Surplus for the Year	6,201	8,929	
Transfer to Contingent Reserve	(24,843)	-	
Balance at 31st August 2025	<u>255,633</u>	<u>274,275</u>	
Contingency Reserve			
Balance at 1st September 2024	150,007	150,007	
Transfer from General Reserve	24,843	-	
Balance at 31st August 2025	<u>174,850</u>	<u>150,007</u>	
	<u>430,483</u>	<u>424,282</u>	



Treasurer

25 Sep 2025

Date



Chairperson

26 Sep 2025

Date

ACCOUNTANT'S REPORT

Respective Responsibilities of Trustee 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 43 (2) of the charity's act 1993 (the Act) and that an independent examination is needed.

It is our responsibility to:

- * examine the accounts (under section 43(a) of the Act;
- * to follow the procedures laid down in the General Directions given by the charity commissioners (under section 43(7)(b) of the Act); and
- *to state whether particular matters have come to our attention.

Basis of Independent Examiner's Report

Our examination was carried out in accordance with General Directions given by the Charity 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, an 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 we do not express an audit opinion on the accounts.

Independent Examiners Statement

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

(1) which gives 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 comply

with accounting requirements of the Act have no been met; or

to which in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

G R Howell

GRH ACCOUNTANCY LIMITED
1st Floor, CQL House
Alington Road, Lt Barford
St Neots
PE19 6YH
26 Sep 2025

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**EATON SOCON PRESCHOOL
YEAR END 31/08/25**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2025**

1 TANGIBLE ASSETS

	Long Leasehold £	Fixtures & Fittings £	Playgroup Equipment £	Office Equipment £	Freehold Property	TOTAL £
COST						
As 1 September 2024	45,815	40,301	62,600	18,829	175,682	343,227
Additions	-	-	2,396	363	-	2,759
At 31 August 2025	45,815	40,301	64,996	19,192	175,682	345,986
DEPRECIATION						
As 1 September 2024	45,815	32,946	38,038	16,841	3,355	136,995
Charge for the year	-	2,613	9,627	941	-	13,181
At 31 August 2025	45,815	35,559	47,665	17,782	3,355	150,176

**NET BOOK VALUE
At 31 August 2025**

-	4,742	17,331	1,410	172,327	195,810
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**NET BOOK VALUE
At 31 August 2024**

-	7,355	24,562	1,988	172,327	206,232
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2 CONTINGENT LIABILITY

The grant received in respect of the new building is conditional on the preschool continuing to operate as a preschool for 10 years from February 2018
If the preschool ceased to operate the ownership of the land and the building will revert to Cambridgeshire County Council



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Treasurer Report - November 2025

Introduction

Eaton-Socon Pre School has continued to maintain a healthy financial position with a net income surplus of £6,201. This has been achieved through hard work and constant monitoring of the accounts.

Income and expenditure

- Overall, there is a surplus of £6,201, compared with last year of £8,929, this is extremely positive in this current climate. We have also re-invested the majority of our excess back into the pre-school and have an accrual for building maintenance of £7,000.
- There is an increase in income to last year by an additional £37,160 in funding and fees.
- Our wage costs are higher due to the increase in national living wage and the increase in Employers National Insurance.

Assets

The contingency fund is there as a financial protection to allow the charity to windup/change business strategy in the event of any unforeseen circumstances.

Year Ahead

As we move into this new year, we remain committed to financial transparency and sustainability. Our priorities include ensuring the well-being of our children, supporting our dedicated staff, and continuing to provide high-quality early childhood education.

During the next year we will continue to monitor our income and expenditure to identify cost savings where possible and improve accountancy standards and management of accounts.

Prepared by Lisa Hamblin

Date: 30/09/2025