

Little Sunbeams Pre-school - Committee Meeting 21st September 2021- Preschool Playroom

Attendees: Jill Everdel, Lyn Donnelly, Marie Underwood, Nicky Smith, Charli Donnelly, Penny Furnell, Amanda Hart.

Apologies: Phil Clark

Minutes Sign-Off:

Signatory One :	Signatory Two :
Date :	Date :

ALL ACTIONS FROM PREVIOUS MEETING COMPLETE

Supervisors Report:

Number of children on roll: 23

Number of children due in this academic term : 2

Number of children due during next academic term :0

Foreseeable change in staffing hours: Yes. Penny may need to swap /increase afternoons

Policies updated since last meeting: Behaviour, Protection of Information, Curriculum, Food and Drink, Health and Safety, Inclusion, Reserves, Rest and Sleep, Safeguarding, Staffing and Employment, Supervision, Toileting, COVID-19, Combined Partnership and Parental Involvement in new policy ; Partnership with Parents

Safeguarding Issues

Child on CIN plan reviewed 6 weekly

Health and Safety Issues

Cleaning of the playroom at the weekend continues to be an issue, Amanda has been speaking with Pauline's replacement; Rachel, to book a meeting with the cleaning contractor. ACTION AH

Tracking/Cohort Info

A New EYFS document issued for Sept 21 is now being used

Treasurers Report (as of 21st September 2021)

Account totals are

Current Account £1895.89

Reserve Account £19828.97

Next grant payment due late September 2021

FLU Jabs

It was agreed staff not eligible for a free flu jab would be reimbursed should they pay for a jab – ACTION MU/CD/PF and JE

Restricting 2022 Cohort

It was agreed that from January 2022 we would not take any new children for the 2022 cohort to ensure spaces are available for younger children. The 2022 leaving cohort is fairly large and will be keenly felt Sept 2022.

Messenger on Preschool Phone

Quite a few messages have come through via messenger while we are in setting. Amanda to look into putting this onto the preschool phone to enable us to reply to messages promptly – ACTION AH

Scrap store

It was agreed that we would pay for membership of the Frosthole Crescent scrap store. Lyn to arrange – ACTION LD

Christmas Meal

Marie to arrange the Christmas meal. All staff, committee members and bank staff would be invited – ACTION MU

Next Committee meeting Tuesday 09 November 2021

Jacky Gregory ACA

CHARTERED ACCOUNTANTS

Church Lodge, Church Road,

Warsash, Southampton

SO31 9GF

Telephone: 01489 885491

E-mail: jagregory@talk21.com

Independent examiner's report to the trustees of Little Sunbeams Preschool (Fareham)

I report to the trustees on my examination of the of tha above charity ("the Trust") for the year ended 31 December 2020, which are set out on pages 2 to 3.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's account carried out under section 145 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(b) of the Act.

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulation 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 respect in order to enable a proper understanding of the accounts to be reached.

Jacky Gregory
Chartered Accountant



Receipts and payments accounts

For the period from	Period start date	To	Period end date
	1ST JANUARY 2020		31ST DECEMBER 2020

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
GRANTS	61,690	-	-	61,690	74,707
OTHER FEES AND INCOME	8,244	-	-	8,244	9,837
INTEREST	10	-	-	10	14
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
trustees consider that an audit is not required for this period under section 43(2) of the Act	-	-	-	-	-
Sub total (Gross income for AR)	69,944	-	-	69,944	84,558
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	69,944	-	-	69,944	84,558
A3 Payments					
WAGES/TAX & NI	59,929	-	-	59,929	68,758
PENSION	1,729	-	-	1,729	1,612
HALL HIRE	6,087	-	-	6,087	4,671
CONSUMABLES & GENERAL	3,770	-	-	3,770	5,350
MISCELLANEOUS	85	-	-	85	165
INSURANCE	440	-	-	440	421
ACCOUNTS	450	-	-	450	450
PORTACABIN	386	-	-	386	5,230
	-	-	-	-	-
	72,876	-	-	72,876	86,656
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	72,876	-	-	72,876	2,098
Net of receipts/(payments)	- 2,932	-	-	- 2,932	- 2,098
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	25,440	-	-	25,440	27,538
Cash funds this year end	22,508	-	-	22,508	25,440

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CIO CURRENT ACCOUNT	2,381	-	-
	CIO SAVINGS ACCOUNT	20,127	-	-
		-	-	-
		-	-	-
	Total cash funds	22,508	-	-

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	NOVATECH COMPUTER	UNRESTRICTED	1,101	-
	2* HP LAPTOPS	UNRESTRICTED	878	-
	2* HUFL TABLETS	UNRESTRICTED	318	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

Jacky Gregory ACA

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Jacky Gregory
Chartered Accountant



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name LITTLE SUNBEAMS PRESCHOOL (FAREHAM)	No (if any) 1173913
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Receipts and payments accounts

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			-	
			-	
			-	
			-	

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date of approval