

DUNKESWELL PRE-SCHOOL CIO

ANNUAL REPORT AND RECEIPT AND PAYMENT ACCOUNTS

YEAR ENDED 31 JULY 2024



DUNKESWELL PRE-SCHOOL CIO

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DUNKESWELL PRE-SCHOOL CIO

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 JULY 2024

Trustees

Debbie Tootell, Chair
Gemma Richards
Laurence Quinn

Charity registered number

1179461

Principal office

Dunkeswell Pre-School
Unit 6 Culme Way
Dunkeswell
Honiton
EX14 4JP

Accountants

Griffin
Chartered Accountants
Courtenay House
Pynes Hill
Exeter
EX2 5AZ

DUNKESWELL PRE-SCHOOL CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2024

The Trustees present their annual report together with the accounts of Dunkeswell Pre-School for the year ended 31 July 2024. The Trustees confirm that the annual report and accounts of the charity comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting Charities" issued in January 2019.

Structure, Governance & Management

Dunkeswell Pre-School is a charity pre-school governed by the PLA Constitution. All Trustees are voted in once a year at the Annual General Meeting by other committee members. If someone shows an interest in becoming a Trustee, they will work alongside a current Trustee for a period before fully taking over the role. The Trustees consider major risks by having a prospective which is updated as new legislation, rules and regulations come into place.

Objectives & Activities

The charity's objective is to enhance the development and education of children under statutory school ages in a parent-involving community-based group. The main activities undertaken by the charity for public benefit are to provide a safe, secure and stimulating environment and also to work within a framework to ensure equal opportunities for all children and families

Financial Summary

The Pre School reported a Full Year deficit of £1,714 which compares against the Prior Year surplus of £2,511.

Income

The principle source of income is Government Grants, received directly from Devon County Council - Three Year Old funding, Two Year Old funding and 30 hour Working Parent funding. Parents of children who do not qualify for these funded hours, or use more than their funded hours, are invoiced monthly at hourly rates set, and regularly reviewed, by the Trustees.

Income for the Full Year ending 31st July 2024 totalled £87,146. Devon County Council Grant Funding totalled £67,663, up £8,394 (14%) on last year however income from Parents Fees was £16,634, a decrease of £1,635 on the previous year.

The Pre School benefitted from an increase in funding rates paid by Devon County Council from April 2024 to accommodate a rise in both the Minimum Wage and cost inflation, electricity in particular.

Fundraising totalled £1,221 which is down from £3,862 in the previous year.

Donations, which were gratefully received, totalled £963, significantly influenced by a 'Blue Token' Grant from Tesco and £340 received from Dunkeswell Ladybirds. Interest received from our Lloyds Bank Savings Account totalled £498, up £328 on the prior year.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2024

Expenditure

Expenditure for the Full Year ending 31st July 2024 totalled £88,860, an increase of £8,548 on the previous year with only maintenance and electricity costs showing material increases year on year. Apart from that, costs continued to be managed and well controlled.

Staff salaries, representing 72% of full year costs, totalled £63,640 which was consistent with the prior year. During the year hourly rates paid to staff were reviewed to take account of their skills and responsibilities and, in April, hourly rates were adjusted to recognise the increase in the Minimum Wage from £10.42 to £11.44 per hour.

Electricity costs rose significantly. In the twelve months to July 2024 total spend was £5,195 which was an increase of £1,707 on the previous year.

Maintenance spend totalled £6,188 an increase of £3,431 on the previous year due to necessary improvements to the Pre School building, front entrance and the allotment area. Noticeable spends approved by the Trustees were as follows:

- Modifications to the Fire Alarm System - £5,746
- Modifications to the Allotment Area - £1,546
- Pressure Washing and Front Entrance Improvements - £730
- New Doorway - £800
- New LED Lighting Panels - £1,180
- Grass Cutting - £400

Bank

The Charity has three bank accounts, currently all held with Lloyds Bank: a Current Account, a Fundraising Account and a Savings Account. Movements in the Pre School's bank account balances over the last 12 months were as follows:

Account	31 st July 2023	31 st July 2024	Movement
Current	23,040.88	21,212.96	(1,827.92)
Funding	8,312.20	7,927.94	(384.26)
Savings	40,052.37	40,549.97	497.60
Totals	71,405.45	69,690.87	(1,714.58)

Other Matters

The Trustees prepared a budget for the 2023-24 financial year and all income and expenditure was reported against this budget on a monthly basis, with significant variances analysed.

The Trustees reviewed the Pre School's finances each month to determine how much fundraising was necessary, to make sure money was spent for the benefit of the Pre School children and to ensure that all income and expenditure was well managed.

DUNKESWELL PRE-SCHOOL CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2024

A debtors report was produced monthly for the Trustees and all overdue sales accounts were chased to ensure all outstanding invoices were paid. At the July 2024 year end there was one long outstanding debt (£1,055.44). This had been successfully pursued through the Small Claims Court with two payments received so far totalling £868.79, leaving a balance of £186.65 plus costs still outstanding.

The charity has estimated that, in the event of a closure, the necessary redundancy and unavoidable running expenses would equate to approximately £40,000 which forms the Charity's reserves policy. As at 31 July 2024 the charity held total cash funds of £69,691 with Lloyds Bank and therefore has sufficient reserves to satisfy its ongoing obligations.

The Charity has healthy reserves and is therefore considered to be a going concern.

Autumn Term 2023

The children started back on the 5th of September with a brand-new playhouse in the outside area a shelter, carpeted balancing and circle area and a tunnel and mound to climb through and over, down the allotment. We had 24 children on roll. Our mini topic was All about me, two letters and a number per week. We enjoyed harvesting our vegetables and collecting seeds for next year's planting. We planted bulbs for Mother's Day and made poppies for Remembrance Day and held a minute's silences with the children. The trustees had a very successful Christmas bazaar, and the children did handprints for tea towels and made Christmas cards to sell to the parents. We held a Christmas party of all the children and had a visit from George the magician and Santa.

Spring Term 2024

Our mini topic was Winnie the Pooh looking at nature, talking about kindness and of course honey. We talked about Australia as two children had visited the country over Christmas. We put up a map of the world and a map of the United Kingdom and ask anyone visiting any where in the world to send us a postcard. We also had a visit from the police, talking to the children about keeping safe. what number to call in an emergency and showing them inside a police van. In March we dressed up for world book day into our favourite characters from our favourite books and read the children their favourite books. The children took home their bulbs they planted in the autumn for Mother's Day, and they all entered a farmyard scene on a plate into the Dunkeswell spring flower show. Harlee Tootell won first prize.

Summer Term 2024

Our mini topic was growth and healthy eating, going down the allotment getting exercise and planting and eating fruit and vegetables. We hosted a come and help allotment day, where we had Sophia showing us how to make a willow dome and we dug over the plots ready for the children to start planting. It was a lovely day lots of adults and children enjoying themselves out in the fresh air, but also getting some jobs done. The children started by planting some potatoes and then peas, runner beans, sunflowers, flowers and pumpkins. The slugs decimated a lot, but we kept planting more and did manage to produce some Fruit and vegetables. We had new picnic tables, wheelbarrows and gardening gloves, bought from the Tesco grant. We hosted our leavers party down the allotment and said goodbye to 14 children. Over the school year we have had quite a lot of maintenance done i.e. new fire alarm, new fence post, new door and new lighting, all of these were 30 years old and needed replacing and it has made the main room much lighter. Rainy has taking part in a covid catch course over the past 10 months, paid for by the government, to help get children's development back to pre-covid times.

DUNKESWELL PRE-SCHOOL CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2024

Events:

September 2023 - September 2024

Christmas Fete
BBQ at the Allotment
Allotment Help day – Willow dome
Allotment help day – General work

This year has been a fantastic year for the preschool. Laurence stepped into the role as Treasurer, a huge thank you to him for stepping in. It has made this last year so transparent and clear with our finances and it has been fantastic to have a better understanding of our financial position. Myself and Gemma have both remained in our roles as Chairman and Secretary.

Staffing:

We were able to welcome Claire into a permanent role at the pre school which is fantastic. The whole team have worked incredibly hard this year and we are so thankful for all our staff; you are all amazing.

Allotment:

Again, this year the staff have worked incredibly hard to take care of our allotment, organising two allotment days which were fantastic. We have also approved to pay for the grass to be cut to ensure it is being well kept. Rainy applied for the Tesco's grant which we won and were awarded £1,500. This has been fantastic and we are continuing to develop the area with the grant money. This continues to be an amazing space for the children to enjoy and we can't wait to see what they will be doing throughout the next year,

Fundraising:

We have only hosted two main fundraisers this year. Unfortunately, due to very low numbers in volunteers, we were unable to host a fundraiser during Easter.

- Christmas Fete, which was a huge success. This year we decided to hold it in the preschool and it was a wonderful morning for all. We raised a fantastic £481.81 for the preschool.

- Christmas Trees – We were donated 7 beautiful Christmas trees from Scotland Farm to sell on our donation stall.

- The Dunkeswell Ladybirds, which sadly decided to fold this year, very kindly donated £340 the preschool.

- Tesco's Grant – A huge thank you to Rainy for applying for this and everyone who supported us in Tesco's Honiton. We were awarded £1,500 towards our Allotment.

- Summer BBQ – This year we decided to change from our normal annual fun day to a BBQ at the allotment. It was a wonderful afternoon, so lovely to see so many enjoying our wonderful space and we raised £337 for the preschool.

- The bookstall / donations Stall outside the preschool has been a huge success this year. Raising over £1,700 in donations this year.

- Angela organised further Bag2school collection's which have been very successful and raised £206. A huge thank you to Angela for organising this.

- Jazz Waterfield completed 150 miles in July in aid of Dunkeswell preschool. She did a fantastic job and raised £212 for the preschool. Thank you so much Jazz - this is incredible.

DUNKESWELL PRE-SCHOOL CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2024

Volunteers:

We do, unfortunately, still have fairly low numbers of volunteers for the fundraising committee. We are desperate for volunteers to come forward to enable us to continue with these events. We are certainly not expecting parents to commit to every fundraiser but we do feel that parents should try to get involved if they can with some of the fundraising events. We hold these events so that we can raise funds for our children to have the best preschool experience we can give them. I would like to say a huge thank you to the volunteers who have helped – the Parish Council, all of the local businesses and general public who have donated and helped with events and helped us to continue to raise money for the Preschool throughout the year.

We would also like to say a huge thank you to Ollie Star who, as always, has completed a huge amount of work for the preschool and we are so grateful for all that you do.

Finances:

This year we have had a much better start to the year financially. With Laurence stepping into the role as Treasurer, we had a very clear budget for the year with monthly updates on how our accounts compared to the budget set. This has made decision making with regards to finances much clearer and has allowed us to invest in maintenance for the preschool which has hugely benefited the setting. we will continue to monitor preschool finances over the coming year to ensure we are a sustainable business.

Lastly, I would like to say thank you to the Trustees, parents and Fundraising Committee who have supported myself as Chair and also for the ongoing support and dedication to the preschool.

I would also like to thank all the local people, organisations and businesses for their continued support with donations to our fundraisers. We could not do it without your generosity, and of course a huge thank you to the staff. We are incredibly lucky to have such a fantastic team. Every year I continue to be amazed by how wonderful you all are. You all go above and beyond to make this pre-school the amazing place it is and we are so grateful to you all.

The report was approved by the Trustees on 21/01/2025 and signed on their behalf by:



Deborah Chappell
Chair of Trustees

DUNKESWELL PRE-SCHOOL

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 JULY 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF DUNKESWELL PRE-SCHOOL

I report on the accounts of the Trust for the period ended 31 July 2024 which are set out on pages 9-11.

This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES 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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the 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 you as 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 next statement.

DUNKESWELL PRE-SCHOOL

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JULY 2023**

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matters have 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 and
- 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 a proper understanding of the accounts to be reached

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.



Laura Waycott FCA

Dated: 6/3/25

Griffin
Chartered Accountants
Courtenay House
Pynes Hill
EX2 5AZ

DUNKESWELL PRE-SCHOOL CIO

**RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 JULY 2024**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Receipts				
Fundraising	1,221	-	1,221	3,862
Discounts/Refunds Given	94	-	94	
Donations	963	-	963	1,198
Devon County Council	67,663	-	67,663	59,269
Refund	-	-	-	
Interest	498	-	498	170
Fees from parents	16,634	-	16,634	18,269
Sweatshirts and T-shirts	74	-	74	55
TOTAL RECEIPTS	87,147	-	87,147	82,823
Payments				
Cost Of Sales	-	-	-	429
Advertising	696	-	696	516
Bank Charges	175	-	175	229
DBS checks	13	-	13	31
Computer Costs	1,457	-	1,457	1,072
Consumables	1,593	-	1,593	1,273
Equipment	80	-	80	222
Food	1,182	-	1,182	783
Gift	-	-	-	-
Insurances	895	-	895	843
Maintenance	6,188	-	6,188	2,757
General admin expenses	1,272	-	1,272	1,658
Ofsted Fee	35	-	35	35
Other Professional Services	2,689	-	2,689	975
Pension	2,100	-	2,100	2,061
Play Equipment	-	-	-	235
Printing, Postage and Stationery	60	-	60	2
Raising funds	181	-	181	572
Rubbish collection	1,084	-	1,084	1,025
Carried forward	19,700	-	19,700	14,718

DUNKESWELL PRE-SCHOOL CIO

**RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 JULY 2024**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Payments				
Brought forward	19,700	-	19,700	14,718
Staff training	52	-	52	1,226
Uncategorised Expense	-	-	-	-
Staff uniforms	296	-	296	309
Utilities	5,195	-	5,195	3,488
Wages and salaries	63,640	-	63,640	60,628
Discount	(22)	-	(22)	- 57
TOTAL PAYMENTS	88,861	-	88,861	80,312
SURPLUS/(DEFICIT)	(1,714)	-	(1,714)	2,511

DUNKESWELL PRE-SCHOOL CIO

**STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 JULY 2024**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Cash funds				
Current Account	21,213	-	21,213	23,041
Fundraising Account	7,928	-	7,928	8,312
Savings Account	40,550	-	40,550	40,052
Cash Balance	-	-	-	-
TOTAL ASSETS	<u>69,691</u>	<u>-</u>	<u>69,691</u>	<u>71,405</u>


The accounts were approved by the Trustees on and signed on their behalf by:



21/01/2025

**Deborah Chappell
Chair of Trustees**

SIGNATURE CERTIFICATE




REFERENCE NUMBER

8A42BA7C-4E28-4301-BB08-CC156349E1C5

TRANSACTION DETAILS	DOCUMENT DETAILS
<div>Reference Number</div> <div>8A42BA7C-4E28-4301-BB08-CC156349E1C5</div>	<div>Document Name</div> <div>Dunkeswell Annual Report and Accounts 2024 - amended</div>
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SIGNERS

SIGNER	E-SIGNATURE	EVENTS
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AUDITS

TIMESTAMP	AUDIT
01/16/2025 11:19 EST	Team Griffin (office@griffinaccountancy.co.uk) created document 'Dunkeswell_Annual_Report_and_Accounts_2024_-_amended.pdf' on Chrome via Windows from 54.144.112.110.
01/16/2025 11:19 EST	Deborah Tootell (debbie.tootell1990@gmail.com) was emailed a link to sign.
01/21/2025 02:12 EST	Deborah Tootell (debbie.tootell1990@gmail.com) viewed the document on Mobile Safari via iOS from 51.14.13.40.
01/21/2025 02:13 EST	Deborah Tootell (debbie.tootell1990@gmail.com) authenticated via email on Mobile Safari via iOS from 51.14.13.40.
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