

<p style="text-align: center;">Ripponden Pre School</p> <p style="text-align: center;">Management Committee Annual General Meeting - Minutes</p>		
Date:	26 th September 2024, 8.00pm	
Venue:	The Malt House, Ripponden	
Present:	Sharron Stretton Emma Sugden Naomi Sugden Charlotte Armstrong Beverley Burton (staff) Amanda Butterworth (staff) Becky Cross Hannah Bray Hannah Wood Caley Hill Lisa Cooper	SS ES NS CA BB AB BC HB HW CH LC
Apologies	Kia Morton	KM

	Action
<ul style="list-style-type: none"> - <u>New Committee Members</u> <ul style="list-style-type: none"> o Hannah, Hannah & Caley o Welcome back Becky Cross. o All new members have been nominated and voted in. o New members have also had their committee members induction policy pack, and signed their disclosure and confidentiality agreement 	SS
<ul style="list-style-type: none"> - <u>Committee members departing</u> - Emma Sugden and Lisa Cooper. - Becky will take Lisa Cooper's place as chair, while Charlotte will replace Emma Sugden as secretary. 	
<ul style="list-style-type: none"> - <u>New staff members</u>- Debbie & Kaitlin- level 3, SEN training & child protection has been completed. DBS Checks and inductions completed - <u>Staff departures</u>- Louise Morton has sadly left the pre school 	
<ul style="list-style-type: none"> - The charity commission and Ofsted will be notified of the members of the committee for this year. - CIO constitution signed - Whistle blowing policy signed 	SS

<ul style="list-style-type: none"> - The financial year end for 2023-2024 has been completed, waiting to be checked and verified by Accountant before submitting to the charity commission. Profit made – There were no anomalies to report - 16 youngsters have been lost this year; places are still available. - The same rates of £32.50 for a full day and £16.25 for a half day will apply. - This year's inclusion funding is lower than last, thus staff hours have been adjusted appropriately. - Before and after school up and running, not much uptake; to be monitored; if operating at a loss, to be reassessed.. - New Sensory wall up situated outside. - Tots mother and child group has now ceased due to running at a loss. - Christmas outing at Syhiba Sowbrey Bridge on Saturday, December 7, at 7:45 p.m. - Posters promoting the preschool were distributed to committee members to distribute to shops etc. - The quiz night proved to be a success, and more may be scheduled in the future. - Budget: The increase in wages as a result of NMW was anticipated.- Insurance costs have gone up, beyond what was budgeted. 	<p>SS</p> <p>SS</p>
<p><u>Any Other Business/Actions</u></p> <ul style="list-style-type: none"> o Wish list for donation of toys, materials etc recommended for preschool themes 	
<p><u>Next Meeting</u></p> <p>Wednesday 15th January @ The Malt House, Ripponden, 8.00pm</p>	

Ripponden Preschool
Annual Income & Expenditu 2023-2024

		Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Income	1	Parents Fees	£ 1,529.00	£ 985.00	£ 2,734.00	£ 1,367.00	£ 3,437.50	£ 1,762.50	£ 2,252.50	£ 1,983.50	£ 931.25	£ 1,913.50	£ 1,135.75	£ 2,878.30	£ 22,909.80
	2	EEF funding	£ 26,787.60	£ 5,011.37	£ -	£ 28,077.72	£ -	£ 2,511.84	£ 312.13	£ 38,026.80	£ -	£ 11,779.92	£ -		£ 112,507.38
	3	Toddler Income	£ 63.00	£ 63.00	£ 91.00	£ 31.50	£ 63.00	£ 66.50	£ 59.50	£ 94.50	£ 70.00	£ 70.00	£ 40.00	£ -	£ 712.00
	4	Funding	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	5	Grant income	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 750.00	£ -	£ -	£ -	£ -	£ 750.00
	6	Training Funding	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	7	Fundraising Income	£ -	£ 70.00	£ 101.08	£ 40.00	£ -	£ 19.23	£ 24.00	£ -	£ 53.20	£ -	£ 244.00	£ 750.00	£ 1,301.51
	8	Milk Refunds	£ -	£ -	£ -	£ 613.44	£ 90.88	£ -	£ -	£ -	£ 380.56	£ -	£ -	£ 295.36	£ 1,380.24
	9	D Catch	£ 1,620.00	£ -	£ 2,700.00	£ -	£ 2,430.00	£ -	£ -	£ 810.00	£ -	£ -	£ -	£ -	£ 7,560.00
	10		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	11														
Expenditure														Check	£ 147,120.93
		Total	£ 29,999.60	£ 6,129.37	£ 5,626.08	£ 30,129.66	£ 6,021.38	£ 4,360.07	£ 2,648.13	£ 41,664.80	£ 1,435.01	£ 13,763.42	£ 1,419.75	£ 3,923.66	£ 147,120.93
	11	Wages	£ 7,269.28	£ 7,303.12	£ 7,418.38	£ 7,325.96	£ 8,007.33	£ 7,354.71	£ 7,637.62	£ 7,953.44	£ 8,111.36	£ 8,416.88	£ 7,523.93	£ 9,391.24	£ 93,713.25
	12	HMRC Tax & NI	£ 613.11	£ 3,383.47	£ 392.21	£ 384.89	£ 2,748.62	£ 458.03	£ 410.39	£ 4,421.04	£ 454.33	£ 583.66	£ 3,416.90	£ 665.50	£ 17,932.15
	13		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	14	Training Costs/ HR	£ 204.60	£ 64.80	£ 64.80	£ 64.80	£ 464.80	£ 64.80	£ 64.80	£ 64.80	£ -	£ 169.34	£ -	£ -	£ 1,227.54
	15	Grant Expenditure	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	16	Fundraising Expenses	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 5.25	£ 238.80	£ 6.00	£ -	£ 250.05
	17	Christmas / Leaving Gifts	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 107.60	£ 25.00	£ -	£ -	£ 132.60
	18	Trip Expenses	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	19	Provisions	£ 44.61	£ 59.05	£ 55.47	£ 87.07	£ 54.33	£ 51.31	£ 40.12	£ 57.79	£ 35.09	£ 48.88	£ 93.68	£ 51.57	£ 678.97
	20	Milk	£ 60.00	£ 63.75	£ 45.00	£ 60.00	£ 25.00	£ -	£ 105.00	£ 45.00	£ 47.50	£ 110.00	£ 60.00	£ 12.50	£ 633.75
	21	Toddler Expense	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	22	Toys & Equipment	£ 285.21	£ 67.21	£ 450.40	£ -	£ 46.09	£ 152.92	£ 143.54	£ 928.30	£ 643.56	£ 230.40	£ 137.44	£ 148.51	£ 3,233.58
	24	Advertising	£ 15.00	£ -	£ -	£ 120.00	£ -	£ -	£ -	£ -	£ -	£ 67.00	£ -	£ -	£ 202.00
	25	Ofsted/Pla charges	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 51.20	£ 8.10	£ 159.00	£ 218.30
	26	Insurance	£ -	£ 560.84	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 560.84
	27	Telephone/internet			£ 87.56	£ 88.76	£ 88.76	£ 92.48	£ 94.04	£ 149.60	£ 156.07	£ 37.95	£ 46.72	£ 105.74	£ 947.68
	28	Printing & Stationery	£ -	£ 297.20	£ -	£ 65.53	£ 38.50	£ -	£ -	£ -	£ -	£ 79.12	£ -	£ -	£ 480.35
	29	Bank Charges	£ 14.00	£ 15.70	£ 14.00	£ 14.00	£ 15.70	£ 14.00	£ 14.00	£ 14.00	£ 14.85	£ 7.00	£ 7.00	£ 7.85	£ 152.10
	31	Rent	£ -	£ -	£ -	£ -	£ 2,683.00	£ -	£ -	£ 1,852.00	£ -	£ -	£ -	£ 2,868.00	£ 7,403.00
	33	Repairs & Renewals	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	34	Miscellaneous Expenses	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 3.59	£ 154.36	£ 116.66	£ 621.47	£ 110.13	£ 1,006.21
															£ 128,772.37
			£ 8,505.81	£ 11,815.14	£ 8,527.82	£ 8,211.01	£ 14,172.13	£ 8,188.25	£ 8,509.51	£ 15,489.56	£ 9,729.97	£ 10,181.89	£ 11,921.24	£ 13,520.04	£ 128,772.37
Operating Profit/(Loss)			£ 21,493.79	£ 5,685.77	£ 2,901.74	£ 21,918.65	£ 8,150.75	£ 3,828.18	£ 5,861.38	£ 26,175.24	£ 8,294.96	£ 3,581.53	£ 10,501.49	£ 9,596.38	£ 18,348.56

Independent Examiner's Report to the Trustees of Ripponden Pre School

I report on the accounts of the group from September 2023 to September 2024 which comprise the Statement of Financial Activities, the AGM Treasury report and related notes.

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.

The Charity Gross Income exceeded £ 147,000 and I am qualified to undertake an examination. I currently hold a business accounting degree; I have held several Management accountant positions for 15 years.

The Group's/District's trustees are responsible for the preparation of the accounts. It is my responsibility to:

- Examine the accounts
- To follow the procedures laid down in the General Directions given by the Charity Commissioners
- To state whether matters have come to my attention.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

I have no concerns and have come across no matters in connection with the examination to which attention should be drawn

Name:	Franck Messou
Qualification:	Business accounting Degree
Address:	39 Ryestone Drive, Ripponden. West Yorkshire, HX6 4JW
Date:	7 October 2024