



Chaldon Preschool
& FOREST SCHOOL

The Village Hall, Rook Lane, Chaldon, CR3 5BN. Tel: 01883 343866

Registered Charity No: 1185107

Trustees' Annual Report for Chaldon Pre School (1185107)

Year ending 31 August 2022

Chaldon Pre School is a member of the Pre-School Learning Alliance. It operates in accordance with the Pre-School Learning Alliance Foundation Model Constitution; This was approved by the Trustees of Chaldon Pre School at a General Meeting held on 23 October 2019.

The objective of Chaldon Pre School is to enhance the development and education of children primarily under statutory school age.

During this financial year, the following were trustees for the Pre School:

Dani Gittins (Resigned January 2022)

Mike Gittins (Resigned January 2022)

Kathryn Cade

Victoria Cordi (Resigned 4 May 2022)

Sheena Mann

Anita Mills

Trustees are parents or guardians of children who attend Chaldon Pre School or individuals with a vested interest in the Pre School and are usually elected at the Annual General Meeting held during the autumn term of each year.

Activities and Achievements

General

Chaldon Pre School has a reputation for providing exemplary levels of childcare and due to the friendly, family nature of the Pre School, places continue to be in very high demand. A waiting list previously had to be implemented due to high demand and this remains in place for the 2023/24 academic year. The number of children on roll has increased and the preschool is now operating at capacity, with new staff having been recruited to cater for the increased demand.

Chaldon Pre School caters for children with SEN and additional funding is applied for to support children with SEN as appropriate. An existing member of staff has undertaken SENCO training to meet the increased need for SEN support.

In January 2022 the Pre School extended its opening hours, opening at 8.45am (for the early bird sessions) and closing at 2.45pm, Monday to Friday. This enabled the Pre School to offer 30 hours funded places, for which there was good take up.

Ofsted

An Ofsted inspection of the Pre School took place on 7 July 2022. The Pre School was given an overall effectiveness rating of 'Good'. The report included numerous positive observations, with only two suggestions of areas where some improvement could be made which have been taken on board by staff.

Yurt & Forest School

We have continued to use the Yurt for provision of Forest School sessions regardless of weather, with an increase in the Forest School sessions available.

With the Yurt, we can provide Forest School sessions for small groups of children every Monday, Wednesday and Thursday throughout the year. Forest School is offered to all children at some point during the year on an 'opt-in' basis. Parents/guardians of those children attending pay an additional cost (to cover the cost of staffing and resources) and Forest School sessions have continued to be in high demand.

COVID-19

As with all educational settings, Chaldon Pre School was impacted by the global COVID-19 pandemic. Following the relaxation and subsequent removal of COVID-19 restrictions during 2021, we have continued to carry our regular risk assessments in order to keep our staff, children and parents safe, particularly with the reintroduction of in-person events such as the Christmas Nativity. We continue to review our policies and procedures in line with Local and Central government guidance.

Financial performance

The final cash balance was £44,988.

The Trustees have continued to focus on ensuring the future financial stability of the Pre School by maintaining the level of cash reserve that was built up over the previous two years. Given the improved cash reserve position of the Pre School, the Trustees have authorised increased expenditure on resources and staff training this year to support staff development and ensure good quality resources are available for the children. Funds raised from events have been allocated for the purchase of resources in line with need identified by staff.

Income

Fees - the Pre School provides care and education for children aged from 2yrs to 4yrs and therefore the primary source of income is from school fees. Of these fees, a proportion were received from Government funded hours.

Fundraising - as a Charitable Trust, the Pre School relies on fund-raising as an additional source of income. During the year, fundraising activities have enabled the purchase of equipment, toys and other necessary resources.

Following the lifting of Covid restrictions, there has been a return to in person events which has increased fund raising opportunities. With support from the staff, trustees and parents there was a good level of income generated through fundraising events during the year, with very positive feedback and high demand from parents and children.

Expenditure

Salaries - the main expenditure is staff salaries. Due to the flexible nature of the childcare provided, the Trustees continue to work to ensure that staff rotas align as closely as possible to daily attendance levels. As with the majority of childcare providers, the Pre School was impacted by the rise in minimum wage in April which added increased pressure to the underlying cost base. There has been minimal turnover of staff which contributes to the family feel of the Pre School and the Trustees appreciate the hard work all the Staff have put in this year.

In April 2022 the Trustees identified that staff had previously been underpaid statutory holiday pay. Holiday pay was immediately increased to the statutory minimum and it was agreed by the Trustees that the underpaid statutory holiday pay would be backdated for a period of 2 years for all existing staff. This exceptional additional expenditure impacted the cash reserves but despite this, there was still a marginal increase in the reserves compared to the start of the year.

Hall Hire - The Pre School operates from Chaldon Village Hall which it hires on an hourly basis. Hire rates remained constant on the prior year.

Reserves

The aim is to have sufficient reserves to assist in any unexpected situations, for example, maintaining Pre School operations should there be a significant drop in funding. The Trustees are happy to report that the focus on ensuring the financial stability of the Pre School has helped marginally increase reserves compared to the start of the year despite the exceptional expenditure in respect of backdated staff holiday pay. The reserve balance of £44,988 is £13,950 greater than two years ago, highlighting the hard work of the Trustees and Staff in improving the operations of the Pre School. We believe that the operational changes made, along with the high attendance levels driven by the excellent level of childcare provided by the Pre School, should result in a further increase in reserves in the next financial year.

***Correction - prior period error - Year ending 31 August 2021**

An error has been identified in the prior period (year ending 31 August 2021). The year-end balance for the Natwest account was misstated as a result of omitting to include income and expenditure from the Natwest account for the period from 15 June 2021 to 31 August 2021 (due to a manual transcription error). The petty cash balance was also omitted from the year-end balance in error. The comparative amounts for the prior period in which the error occurred are therefore re-stated below.

A Mills

S. Mann - Chairperson
2023

A. Mills - Treasurer

3 May

Chaldon Pre-School (Charity Number: 1185107)

Year ended 31 August 2022

Income and Expenditure

£GBP	Year to 31 August 2022	Year to 31 August 2021*
Income		
Fees	24,585	31,988
Government Funding	93,468	74,339
Fundraising	2,315	2,522
Interest	0	0
Total Income	120,368	108,850
Expenditure		
Staff salaries & pension	95,259	69,378
Staff annual functions	591	-
Hall Hire	12,843	15,088
Equipment & materials	9,110	8,866
Training	1,018	0
Telephone & broadband	571	700
Professional fees	658	1,288
Maintenance & other	0	0
Total Expenditure	120,050	95,320
Net Income/(Expenditure) for the year	318	13,530

Chaldon Pre-School (Charity Number: 1185107)

Year ended 31 August 2022

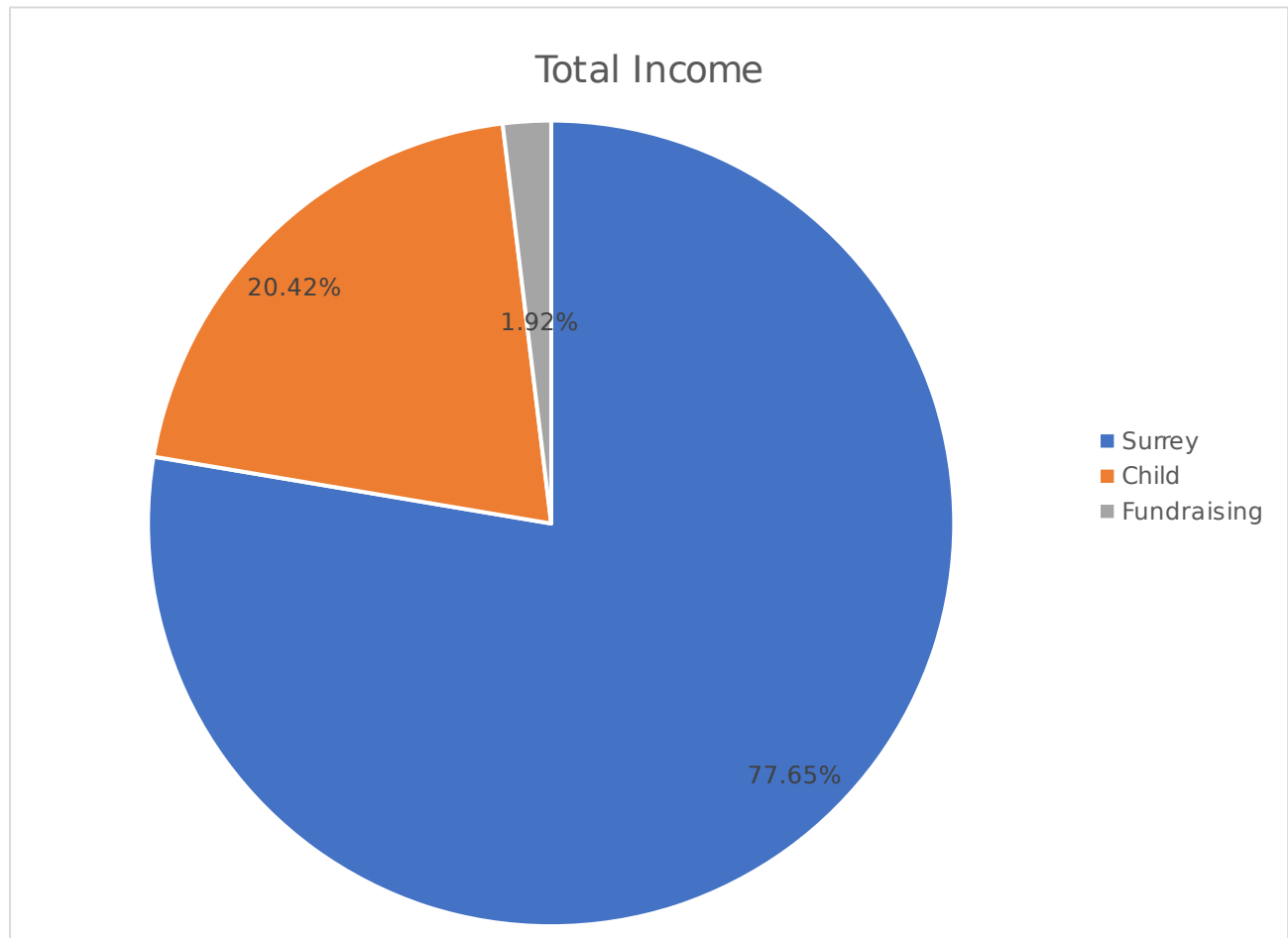
Statement of Financial Position

£GBP	Year to 31 August 2022	Year to 31 August 2021*
Current Assets		
Cash at bank and in hand	44,988	44,670
Total Current Assets	44,988	44,670
Current Liabilities		
Creditors: amounts falling due within one year	0	0
Total Current Liabilities	0	0
Net Current Assets/(Liabilities)	44,988	44,670
Non-Current Liabilities		
Creditors: amounts falling due after one year	0	0
Total Non-Current Liabilities	0	0
Net Assets	44,988	44,670

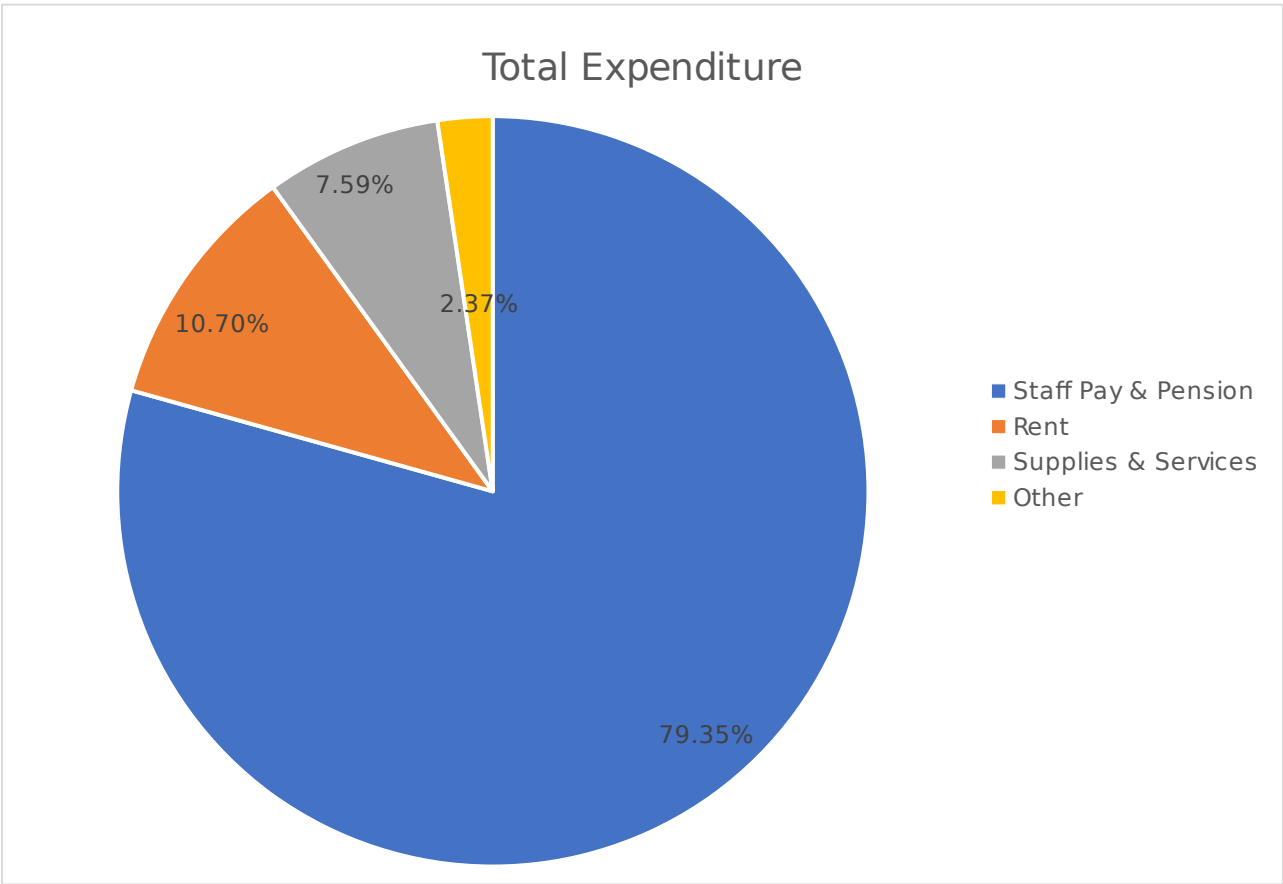
Appendix

Year ending 31 August 2022

Category	Total
Surrey	£ 93,468.40
Child	£ 24,584.76
Fundraising	£ 2,315.08



Category	Total
Staff Pay & Pension	-£ 95,259.03
Rent	-£ 12,843.11
Supplies & Services	-£ 9,110.38
Other	-£ 2,837.85



Summary
01.09.21 - 31.08.22

	Natwest main Co-op		Petty Cash Total	
Surrey	-	93,468.40		93,468.40
Child	-	24,584.76		24,584.76
Fund	-	931.36	1,383.72	2,315.08
Furlough	-	-		-
				-
Pay	-	94,826.62	-	94,826.62
Pension	-	432.41	-	432.41
Staff annual fun	-	591.02	-	591.02
Rent (hall hire)	-	12,843.11	-	12,843.11
Supplies & Serv -	21.66	8,333.25	- 755.47	9,110.38
Phone	- 61.13	509.77	-	570.90
Insurance	-	658.43	-	658.43
Training	-	1,017.50	-	1,017.50
				-
Savings	-	-		-
Account	- 6,049.20	6,049.20		-
Interest	-	-	-	-
Petty Cash		725.00	- 725.00	-
Balance sheet				-
Movement	- 6,131.99	6,546.61	- 96.75	317.87

P&L Summary

	2021	2022
Fees	31,988	24,584.76
Government funding	74,339	93,468.40
Fundraising	2,522	2,315.08
	108,850	120,368.24
Staff salaries & pensi	69,378	95,259.03
Hall hire	15,088	12,843.11
Supplies & materials	8,866	9,110.38
Training	-	1,017.50
Staff annual functions	-	591.02
Telephone & Broadba	700	570.90
Professional fees (ins	1,288	658.43
Maintenance & other	-	-
	95,320	120,050.37
	95,320	
Interest	-	-
	13,529.58	317.87
	Check	317.87

Balance Sheet

	2021	2022
Current Assets		
Cash at bank and in hand	44,670.01	44,987.88
Total Current Assets	### 44,987.88	
Current Liabilities		
Creditors: amounts falling due within one year	-	-
Total Current Liabilities	-	-
Net Current Assets/(Liabilities)	### 44,987.88	
Non-Current Liabilities		
Creditors: amounts falling due after one year	-	-
Total Non-Current Liabilities	-	-
Net Assets	### 44,987.88	

Check

Opening net assets	44,670.01	
Change in cash	317.87	
Closing net assets	<u>44,987.88</u>	1

Bank reconcilliation

Per bank statement @ 1 September 2021

Natwest main opening	6,131.99
Natwest savings opening	-
Co-op opening	38,436.27
Petty Cash opening	101.75
TOTAL OPENING CASH	44,670.01

Per bank statement @ 31 August 2022

Natwest main closing	-
Natwest savings closing	-
Co-op closing	44,982.88
Petty cash closing	5.00
TOTAL CLOSING CASH	44,987.88

Movement in year	<hr/> 317.87 <hr/>
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Check

P&L movement	317.87
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Fundraising summary

Fundraising direct into Coop Account	931.36
Fundraising paid in cash	1,383.72

TOTAL FUNDRAISING	<u>2,315.08</u>
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Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Chaldon Preschool

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1185107

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022.

As the charity's 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 Trust's accounts 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(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 [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below *~~) which gives me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities 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 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Nimesh Patel

Date:

27/06/2023

Name:

NIMESH PATEL

Relevant professional
qualification(s) or body

A.C.C.A

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UNL CHARTERED ACCOUNTANTS
21-23 CROMBIE ROAD, CATERHAM, SURREY
CR3 6FA

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.