

ANNUAL GENERAL MEETING
COURT FIELDS PRE SCHOOL CIO
WEDNESDAY 16TH OCTOBER 2023
HELD AT THE PRE SCHOOL.

The Chair advised those present that the AGM had been advertised on the Website, Facebook page and verbally. In line with the Pre School Constitution, the AGM is open to all members, and applications were sought from parents and carers to become members. There were no new applicants, and those present at the AGM were the Trustees, as follows:

Cliff Marsh, Chair. Katherine Chapman, Trustee. Darren Wannell, Trustee. Sheryl Higgs, Manager/Trustee. The AGM was quorate as per the constitution.

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**CHAIR'S OPENING REMARKS.**

Once again, Sheryl has led her team through another successful year. The Setting recorded outgoings of £147,108, and receipts of £167,803, meaning that the setting had, once again, made a modest profit. The Trustees congratulated Sheryl on this amazing achievement. During the year, the Trustees had taken a proactive stance in positioning Staff wages above inflation, above minimum wage, and above the rates paid by other settings. We have also invested in our people through training and team building. On top of this, much of the toy stock has been renewed, and the garden revisited. We continue to provide excellent early years education, in a safe and nurturing environment, in which the Trustees have continued to invest.

**PREMISES**

It has been a very difficult year, with the Council not being supportive with regard to issuing a contract with HoT having been agreed over a year ago. We have struggled with not having a Landlord per se, and not having a defined list of Landlord/Tenant responsibilities. Moreover, we have not had our rent officially agreed going forward. These items will be receiving the Trustees full attention going forward, and demands for cooperation will be made to the Council

**OFFICERS**

Those present indicated that they wished to continue to serve on the Board

CM proposed by KC, seconded by DW..KC proposed by DW, seconded by CM..DW proposed by CM, seconded by DW. SH was proposed by CM, seconded by DW.CM was elected to serve a further term as Chair.

**Court Fields Pre School CIO**

**Statement of Accounts**

**31 August 2023**

**Charity No:** 1187250

**Court Fields Pre School CIO  
Report and Accounts  
for the year ended 31 August 2023**

**Trustees** Katherine Chapman  
Darren Wannell  
John Clifford Marsh

**Address** Wellington Youth Centre  
Mantle Street  
Wellington  
Somerset  
TA21 8SW

**Charity No:** 1187250

**Accountants** TS Partners Ltd  
9 High Street  
Wellington  
Somerset  
TA21 8QT

|               |                         |   |
|---------------|-------------------------|---|
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**Court Fields Pre School CIO  
Independent Examiners Report  
for the year ended 31 August 2023**

We report on the accounts of the trust for the year ended 31st August 2023 which are set out on pages 2 to 4.

**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 of the Charities Act 2011 and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 the 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 unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. These procedures undertaken do not provide all the evidence that would be required by an audit and consequently we do not express an audit opinion on the view given by the accounts.

**Independent Examiner's statement**

In connection with my examination, no material matters have come to my attention 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 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.

TS Partners Ltd  
9 High Street  
Wellington  
Somerset  
TA21 8QT

**Court Fields Pre School CIO**  
**Balance Sheet**  
**for the year ended 31 August 2023**

|                                              | <u>Notes</u> | <u>2023</u>    | <u>2022</u>    |
|----------------------------------------------|--------------|----------------|----------------|
|                                              |              | £              | £              |
| <b>CURRENT ASSETS</b>                        |              |                |                |
| Deposit accounts                             |              | 50,411         | 50,411         |
| Current accounts                             |              | 85,216         | 85,216         |
| Cash-in-hand                                 |              | 14             | 14             |
|                                              |              | <u>135,641</u> | <u>135,641</u> |
| Deduct :                                     |              |                |                |
| <b>CURRENT LIABILITIES</b>                   |              |                |                |
| Accruals                                     |              | <u>-</u>       | <u>-</u>       |
| <b>NET CURRENT ASSETS/(LIABILITIES)</b>      |              | 135,641        | 135,641        |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |              | <u>135,641</u> | <u>135,641</u> |
| <b>CAPITAL EMPLOYED</b>                      |              |                |                |
| Unrestricted Fund                            | 2            | 135,641        | 135,641        |
| Restricted funds                             | 3            | <u>-</u>       | <u>-</u>       |
|                                              |              | <u>135,641</u> | <u>135,641</u> |

**Court Fields Pre School CIO**  
**Profit and Loss Account**  
**for the year ended 31 August 2023**

|                                                | <b>2023</b>           |                  |                       | <b>2022</b>           |                  |                       |
|------------------------------------------------|-----------------------|------------------|-----------------------|-----------------------|------------------|-----------------------|
|                                                | Unrestricted funds    | Restricted funds | Total                 | Unrestricted funds    | Restricted funds | Total                 |
| <b>INCOME</b>                                  |                       |                  |                       |                       |                  |                       |
| Attendance fees                                | 162,016               |                  | 162,016               | 139,227               |                  | 139,227               |
| Fundraising                                    | 291                   |                  | 291                   | 491                   |                  | 491                   |
| Donations and grants                           | 4,695                 |                  | 4,695                 | 6,791                 |                  | 6,791                 |
| Miscellaneous Income                           | 620                   |                  | 620                   | 573                   |                  | 573                   |
| Bank interest                                  | 181                   |                  | 181                   | 26                    |                  | 26                    |
|                                                | <u>167,803</u>        | <u>-</u>         | <u>167,803</u>        | <u>147,108</u>        | <u>-</u>         | <u>147,108</u>        |
| <b>EXPENSES</b>                                |                       |                  |                       |                       |                  |                       |
| Staff wages                                    | 132,324               |                  | 132,324               | 106,850               |                  | 106,850               |
| Accountancy                                    | 630                   |                  | 630                   | 600                   |                  | 600                   |
| Staff training and DBS Checks                  | 1,467                 |                  | 1,467                 | 592                   |                  | 592                   |
| Cleaning                                       | 2,340                 |                  | 2,340                 | 1,352                 |                  | 1,352                 |
| Resources & Materials                          | 2,323                 |                  | 2,323                 | 2,192                 |                  | 2,192                 |
| Insurance & PPA Subscription                   | 824                   |                  | 824                   | 956                   |                  | 956                   |
| Food                                           | 680                   |                  | 680                   | 462                   |                  | 462                   |
| Fundraising Expenses                           | 20                    |                  | 20                    | 132                   |                  | 132                   |
| Miscellaneous Expenses                         | 1,096                 |                  | 1,096                 | 3,156                 |                  | 3,156                 |
| Rent & Rates                                   | 5,938                 |                  | 5,938                 | 7,783                 |                  | 7,783                 |
| Telephone                                      | 1,502                 |                  | 1,502                 | 782                   |                  | 782                   |
| Pupil Premium Spend                            | 1,113                 |                  | 1,113                 | 276                   |                  | 276                   |
| Equipment, Maintenance & Repairs               | 5,690                 |                  | 5,690                 | 4,880                 |                  | 4,880                 |
|                                                | <u>155,947</u>        | <u>-</u>         | <u>155,947</u>        | <u>130,013</u>        | <u>-</u>         | <u>130,013</u>        |
| Net incoming resources before transfers        | 11,856                | -                | 11,856                | 17,095                | -                | 17,095                |
| Transfers between funds                        | -                     | -                | -                     | -                     | -                | -                     |
| Net movement in funds                          | <u>11,856</u>         | <u>-</u>         | <u>11,856</u>         | <u>17,095</u>         | <u>-</u>         | <u>17,095</u>         |
| Balances brought forward at 1st September 2022 | 135,641               | -                | 135,641               | 118,546               | -                | 118,546               |
| Balances carried forward at 31st August 2023   | <u><u>147,497</u></u> | <u><u>-</u></u>  | <u><u>147,497</u></u> | <u><u>135,641</u></u> | <u><u>-</u></u>  | <u><u>135,641</u></u> |

**Court Fields Pre School CIO**  
**Notes to the Accounts**  
**for the year ended 31 August 2023**

**1 Accounting policies**

***Basis of preparation***

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these accounts. The accounts have been prepared in accordance with the financial reporting standard applicable in the United Kingdom (FRS 102) and the Charities Act 2011.

***Fund accounting***

Restricted funds are to used for specific purposes laid down by the donor or grant making body. Expenditure for those purposes is charged to the fund, together with a fair allocation of overheads and support costs.

Unrestricted funds are donations and other income resources received or generated for expenditure on the general objectives of the charity.

Designed funds are unrestricted funds which have been designated for specific purposes by the trustees.

***Restricted funds***

The balance on restricted funds represents the amounts given to the charity to cover specific items of expenditure as designated by the donors. Such expenditure may be for specific projects.

***Expenditure***

Expenditure is allocated between:

- Charitable expenditure incurred directly to the fulfilment of the charity's services
- Expenditure incurred in the management and administration of the charity (Governance costs).
- Fund raising and publicity costs.

| <b>2 Funds</b>                 | <b>Unrestricted</b> | <b>Restricted</b> | <b>2023</b>   |
|--------------------------------|---------------------|-------------------|---------------|
| Balance at 1st September 2022  | -                   | -                 | -             |
| Surplus/(Deficit) for the year | 11,856              |                   | 11,856        |
| Transfer between funds         |                     |                   |               |
| Balance at 31st August 2023    | <u>11,856</u>       | <u>-</u>          | <u>11,856</u> |

**3 Payments to trustees and connected parties**

**2023**

The average number of persons employed by the charity 12



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Court Fields Pre School CIO

On accounts for the year  
ended

31/8/2023

Charity no  
(if any)

1187250

Set out on pages

1 and 2

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity for the period ended 31/08/2023.

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

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

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 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.

Signed:

Date:

18/10/2023

Name:

Lyndsey James

Relevant professional  
qualification(s) or body  
(if any):

FCA

Address:

TS Partners Ltd

9 High Street

Wellington, TA21 9QT



|                  |                   |
|------------------|-------------------|
| <b>Section B</b> | <b>Disclosure</b> |
|------------------|-------------------|

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.**