

Ravenshead Preschool Playgroup



Learning Through Play

**Report of the Trustees and  
Receipts and Payments Accounts for the  
Period Ended 5 April 2023**

## **Ravenshead Pre-School Playgroup CIO**

### **Reference and administration details**

Reg charity number: 1190130

Principal address: c/o Ravenshead Pre-School Playgroup  
Swinton Rise  
Ravenshead  
Nottingham  
NG15 9FS

Website: [www.ravensheadpreshcoolplaygroup.co.uk](http://www.ravensheadpreshcoolplaygroup.co.uk)

Contact: Jenny Dearman (Manager)  
01623 490707  
[ravensheadpgmanager@yahoo.com](mailto:ravensheadpgmanager@yahoo.com)

Trustees: Chair: Kerry Lea  
Deputy Chair: Clare Sinclair

Members: Joanna Brady (resigned 15/09/2022)  
Maria Bontoft  
Christine Kingswood

Governing document: Charity Incorporated Organisation, Association (2020)

Independent examiners: Mrs Sarah Smith MSc. BSc. (HONS) FCCA. FCIE. mNAVP.  
  
TSA (Oakham) Ltd  
Temple House  
8 Main Street  
Cold Overton  
Leicestershire  
LE15 7QA

## **Independent Examiners report to the Trustees of Ravenshead Pre-School Playgroup CIO**

I report on the accounts of the charity for the period ended 5 April 2023, which are set out on the attached pages.

### **Respective responsibilities of Trustee and Examiner.**

As the charity's trustees you are responsible for the preparation of the accounts; you consider the audit requirement of s144 (2) of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to examine the accounts under s 145 of the 2011 Act; to follow the procedures laid down in the General Directions given by the Charity Commission under s145(5)(b) of the 2011 Act; and to state whether particular matters have come to my attention.

### **Basis of independent examiners report.**

My 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 any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in 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 statement below.

### **Independent examiners statement.**

In connection with my examination, *no matter has 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 s130 of the 2011 Act; and
- \* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met.

(2) There are no other matters to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Sarah Smith MSc. BSc. (HONS) FCCA. FCIE. mNAVP.  
TSA (Oakham) Ltd  
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8 Main Street  
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Leicestershire  
LE15 7QA

19 June 2023

## **Ravenshead Pre-School Playgroup CIO**

### **Trustees annual report for the period 5 April 2023.**

The trustees present their report with the financial statements of the charity for the period ended 5 April 2023. The financial statements have been prepared in accordance with accounting policies as set out by charity law and are based on a receipts and payments format adopted by the trustees. The report includes the information given on the reference and administration page (see page 2).

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity, a corporate body is controlled by its governing document, CIO-Association.

##### **Recruitment and appointment of new trustees**

Under the requirements of the constitution, new trustees are elected annually at the AGM. A retiring member of the Committee is eligible for re-election.

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Committee review the risks and appropriate controls as required, but at least annually.

#### **OBJECTIVES AND ACTIVITIES**

##### **Activities to promote the objectives:**

To enhance the development and education of children under statutory school age.

##### **Public benefit:**

The trustees have reviewed the outcomes and achievements of the activities for the year to ensure they remain focused on the CIO's aims and objectives and also continue to deliver benefits to the public.

The trustees are satisfied that the charity's activities provide an essential service to the community at Ravenshead.

#### **ACHIEVEMENT AND PERFORMANCE**

Ravenshead Preschool Playgroups amazing staff and committee have risen to another year of challenges and have continued to provide outstanding, nurturing care to all the children and their families who have attended our preschool.

I would like to say a heartfelt thank you to all the staff team. They have continued to support me as the manager of our established, extremely successful setting. I was and remain determined to continue to extend our exceptional standards and couldn't do this without such a wonderful team. The staffs continuing commitment, enthusiasm and care, makes Ravenshead Preschool Playgroup the fantastic place it is, and it is down to them that the children enjoy their time with us. The staff have continued to be vigilant in keeping up to date with essential training and we are starting to attend bespoke training to ensure that we are confident and up to date in the latest Early Years practice.

## **Ravenshead Pre-School Playgroup CIO**

### **Trustees annual report for the period to 5 April 2023**

The preschool continuous provision has been developed over the year and we are very proud to be rated a “Good” provision by Ofsted.

As a setting we are also continuing to complete audits and review policies annually in line with the EYFS, the Early Years Alliance and our local authority and continue to seek support and guidance from the Early Years Specialist Teachers and the Quality and Assurance Team.

I would also like to thank the committee for all their support in the last year. We have continued to make difficult decisions that have secured our future through ensuring we remain financially viable. Without the time and commitment of the committee our preschool would not exist. We are very grateful of the time you give to our charity alongside your busy work and family commitments.

We are looking forward to recruiting new committee members so that we can continue to improve the service our preschool offers and ensure that the current preschool generation have the opportunity to enjoy some fantastic experiences, make some special memories and are ready to embrace their next adventure at “Big School” as independent, confident learners.

The last year has seen many successes for our preschool with a successful Winter Wonderland fundraising event and raffle to repairing the portacabins wrap that peeled off in the snow and wind, once again. One of my personal highlights was completing out first Ofsted as the CIO.

The financial crisis is having an impact causing rising prices for consumables, rent and staff costs. Consequently, we are reporting a small operating deficit this year. We are starting the next financial year with some apprehension as the number of sessions booked for September are due to reduce and we have been notified that the school rent will increase again in September too. However, with careful financial management, further advertising and fundraising the trustees are satisfied that we will continue to remain financially viable.

## **Ravenshead Pre-School Playgroup CIO Trustees annual report for the period to 5 April 2023**

### **FINANCIAL REVIEW**

The Playgroup remains in a very good financial position at the end of the accounting year, due to the significant reserves inherited from the charity in its previous unincorporated form. In this year a deficit of £1,151 was made (2022 surplus: £615). The deficit arose because the level of service invoiced and funded decreased from £80k to £76k, or £4k. Costs however, decreased overall by only £3k with some fixed costs such as rent and governance are increasing.

### **Reserves and Investment Policy**

The reserves of the CIO are held on a current account until required.

### **Sustainability of Services**

The trustees of the charity will be able to pay creditors as they fall due for at least 12 months from the Balance Sheet date. This is due to the level of unrestricted reserves, £14,380 held on deposit.

Approved by the Board of trustees on 19 June 2023 and signed on its behalf by

K Lea  
Chairperson

**Ravenshead Pre-School Playgroup CIO**  
**Receipts and payments accounts**  
**For the period 6 April 2022 to 5 April 2023**

	NOTES 1	TOTAL 2023 £	TOTAL 2022 £
<b>Receipts</b>			
Fees, Grants and Donations	2	75,721	80,372
Other Fundraising		247	272
Investment Income		355	9
HMRC SSP Grant		0	191
<b>Total Receipts</b>		<b>76,323</b>	<b>80,844</b>
<b>Payments</b>			
<i>Other Fundraising Costs</i>		14	70
<i>Direct Charitable Costs</i>			
Wages and Pension		61,889	63,946
Rent of portacabin and school		9,375	8,689
Consumables and classroom		1,316	1,197
Photocopier		1,223	1,989
Subscriptions and Gift		249	273
Cleaning and maintenance		1,258	1,261
Telephone		221	243
Staff training		249	913
<i>Support Costs</i>			
Insurance and software		1,070	1,091
Accountancy and Independent Examination	3	540	0
Legal and OFSTED		70	557
<b><u>Total Payments</u></b>		<b>77,474</b>	<b>80,229</b>
<b><u>Net Receipts/(Payments)</u></b>		<b><u>(1,151)</u></b>	<b><u>615</u></b>
<b>Transfer balance</b>		0	14,916
Bank and cash funds brought forward		<b>15,531</b>	<b>0</b>
Bank and cash funds carried forward		<b>14,380</b>	<b>15,531</b>

# Ravenshead Pre-School Playgroup CIO

## Statement of assets and liabilities at 5 April 2023

	2023 £	2022 £
<b>Cash and Bank Deposits</b>		
Bank accounts and cash	14,380	15,531
<b><u>TOTAL</u></b>	<b><u>14,380</u></b>	<b><u>15,531</u></b>
 <b>Assets / (Liabilities)</b>		
Independent Examination	(600)	(540)
Debtors	569	863
<b><u>TOTAL</u></b>	<b><u>(31)</u></b>	<b><u>323</u></b>

Approved by the trustees on 19 June 2023.

Signed

Name            K LEA                            CHAIRPERSON



# Ravenshead Pre-School Playgroup CIO

## Notes to the accounts for the year ended 5 April 2023

### 1 Accounting policies

a) These accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011, as adopted by trustees.

### b) Fund Accounting

Unrestricted Funds can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds arise when the use of a donation or legacy is stipulated by the donor or funds are raised for a specific purpose. All restricted funds are used within the objects of the charity. There are no restricted funds at the year end.

		£	£
		2023	2022
<b>2</b>	<b><u>Fees Grants and Donations</u></b>		
	Fundraising	247	272
	Services	31,179	33,845
	Notts County Council Funding and Milk	44,542	46,407
	Donation	0	120
	HMRC SSP	0	191
	Interest	355	9
		<u>76,323</u>	<u>80,844</u>

### 3 Accountancy and Independent Examination

	£	£
	2023	2022
The liability stated on page 7 for 2022 and 2023		
Accounts preparation, from completed records	240	180
Independent Examination	360	360
	<u>600</u>	<u>540</u>

### 4 Payments to trustees

There are no fees, remuneration or expenses paid to trustees in the financial year, (£0 2022).