Little Snoring Pre-school
Trustee Meeting 8th November 2022

Chair's Report

Thank you to all staff and trustees for the work that they have carried out over the past year and to the families for their continuing support.

Pre-school re-opened in September with good numbers of children attending, initially 20 children on role. We are receiving a few enquiries for places later in the year. We also provided childcare for 5 children who had a staggered intake into Little Snoring Primary school. Pre-school staff walked the children into or back from the school over a period of 3 weeks.

Fees / Funding

- NCC is in the process of carrying out a review of our local funding rates and settings have been asked to complete a questionnaire. Our funding rates at the moment are £4.18 for 3 / 4 years olds and £5.50 for 2 year olds
- Fees are currently £5.00 an hour. Our 'optional' Consumable Charge remains at £25.00 per term, per family.

Fundraising

- Bags 2 School collection has been booked for 17th Nov 22.
- The pre-school has been donated 12 tickets for Thursford Enchanted Light Christmas event. Each ticket is worth £20.00. Trustees need to decide how to use the tickets to raise money.
- Scholastic Books has been cancelled due to lack of orders. The commission system has changed and as our orders were so small, our commission was being lost before we earnt enough to buy anything.
- We have been approached by a photographer from Dereham who is going to start doing nursery photo sessions. We are just trying to gauge parents interest in this to decide whether to book a session.

Staffing

- The number of staff remains at five. One of our parents has been with us on a student placement and provides emergency cover as needed.
- All staff hours are under review, until number of hours' children are booked in increases.

Training

- Most of the staff recently took part in Step-On training which was held in Little Snoring Primary Academy school.
- All staff are up to date with First Aid, Food Hygiene, Child Protection and Designated Safeguarding Lead Practitioner.
- Two staff are currently on longer training courses. One is doing Outdoor Learning Practice an another is doing Communication Champion.

Future Ideas

- Staff are currently designing and putting together story / learning sacks which will be loaned out to parents.
- Organising story cafes, stay and play sessions to invite parents into the setting.
- Hold an Open Day in the spring or summer to promote the pre-school.

Little Snoring Pre-School Accounts

Little Snoring Pre-School CIO

Receipts & Payments Account for CIO start date 4 July 2021 to 3 July 2022

		this year's amount to the nearest £	1 June 2021 - 3 July 2021	last year's amount to the nearest £
	Receipts			
A1a	donations	0	0	0
	fund-raising	826	0	224
A1b	*operating activities to further charity's objects:*			
	Fees from parents/carers	12,412	518	8,183
	vouchers* (not received in April & May 2021			
	due to changing to CIO)	67,636	20,070	40,362
	action for children /EYPP	529	553	951
	EYSF	9,056	0	0
	admin fee	30	10	20
	conts. to snack etc	697	0	872
	grants	1,200	0	12,000
A1c	*investment income:*			
	bank interest	5	0	8
	sub-total (A1a+A1b+A1c)	92,391	21,151	62,620
A1d	milk refund	96	11	73
	other receipts	184	0	54
A1	**Total receipts**	**£92,671**	**£21,162**	**£62,747**

		this year's amount to the nearest £	1 June 2021 - 3 July 2021	last year's amount to the nearest £
	Payments			
A2a	fund-raising costs	18	0	25
A2b	*charitable payments:*			
	salaries	64,286	4,958	43,178
	rent, rates, insurance	2,238	242	2,635
	premises costs	5,789	90	3,257
	milk	106	9	87
	snack	223	20	139
	consumables and equipment	2,586	101	1,984
	EYPP	973	0	570
	office costs	849	71	1,528
	sub-total (A2a+A2b)	77,068	5,491	53,403
A2c	*other payments*			
	travel expenses	4	0	0
	training	467	0	282
	other payments	0	0	-500
A2	**Total payments**	**77,539**	**5,491**	**53,185**
	Net of receipts/ (payments) (A1-A2)*	15,132	15,670	9,562
	Cash funds last year end (A3)	85,326	69,656	60,094
	Cash funds this year end (A1-A2+A3)	**100,458**	**85,326**	**69,656**
	BANK RECONCILIATION			
	Scottish Widows (savings account)	11,068	11,068	11,018
	Lloyds fund-raising account	0	0	0
	Lloyds current account	247	24,258	9,043
	Lloyds current account	39,139		
	Lloyds savings account	50,004	50,000	49,504
		100,458	85,326	69,565
	Less: unpresented cheques			-40
	Add: any unbanked cash			131
A3	Net balances	**100,458**	**85,326**	**69,656**

INDEPENDENT EXAMINERS REPORT
TO THE TRUSTEES OF LITTLE SNORING PRE SCHOO

I report of the accounts of the Association for the year ended 31 May 2022

Respective responsibilities of the trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirements of section 43(2) of the Charities Act 1993 (the act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charities Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Direction given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts prepared with those records, 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's 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
   a. to keep accounting records in accordance with section 41 of the act; and
   b. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Tim Vogel FCA
Chartered Accountant
30 The Market Place
Swaffham
PE37 7QH