



**St.Cuthberts Pre-School Playgroup  
(Churchtown)**

# **Annual Report for the year ended 31 August 2019**

Registered Charity No 1085385

## **St Cuthbert's Pre-School Playgroup (Churchtown)**

Registered Charity No 1085385

Trustees' Report for the year ending 31<sup>st</sup> August 2019

The Pre-School Playgroup is recognised as an important part of the outreach from the Church of St Cuthbert, North Meols and has been in operation at St Cuthbert's for over 30 years. It became a registered charity in March 2001 with its operation being entrusted to Trustees from 1<sup>st</sup> September 2000.

### **Trustees:**

Dr K Hamnett (Chairman)

Mr P Howard (Treasurer)

Mrs J Broadbent

Mrs A Evans

Mrs D Lavery

Mr G Malins

### **Manager:**

Mrs M Wignall

### **Independent Examiner:**

### **Bankers:**

Natwest Bank plc

Southport

### **Objectives of Charity**

To enhance the development and education of children under statutory school age, by offering appropriate teaching programmes recommended by Ofsted and providing play facilities to all children regardless of race, culture, religion or means.

### **Review of Activities and Achievements**

We continue to provide high quality Early Years education and care for 2 to 5 year olds, and are still as popular as ever with the local community. We currently have 41 children on the register with more on the waiting list.

In February, we had an OFSTED inspection and were thrilled when the inspector gave us the judgement of 'outstanding'. This is due to the hard work and commitment of all the staff who ensure all the children's time with us is a happy and enjoyable one.

During the last year, we have joined in the St Cuthbert's Church Rose Queen, held our leavers service in the church, and visited the church for a teddy bears' picnic with Reverend Rebecca. We held both our annual sports day and Fathers' Day 'Stay and Play' in the newly designed church garden, both of which were a great success. The children also completed an obstacle course in the garden raising over £700 for Children in Need.

We are grateful to our Parent Group who have been very active in supporting our events over the past 12 months. They have also organised a visit to Windmill Farm, a trip to the Pantomime and our Children in Need Day.

### **Financial Assessment**

The Trustees are made aware of the financial position of the charity with updated statements of accounts at committee meetings.

The Income and Expenditure Accounts to 31 August 2019 evidence Total Income @ £146,635 compared to previous year @ £126,645. This is mainly due to Pre-School fees and SEN funding increasing by £12,962 and £6,528 respectively. On the Expenditure side, whilst salaries/wages were £11,395 up, this was fully justified to maintain high standards of education. Overall Expenditure @ £111,995 was up by £11,029 confirming the close control effected over outgoings.

The end result shows a Surplus for the year @ £34,640 (£25,679 in 2018).

From the Balance Sheet at 31 December 2019, net assets have increased to £126,047 (£91,407 in 2018).

The results justify the efforts of all the staff - very well done.

## Reserves

The Trustees are of the opinion that reserves are adequate to meet the needs of the Charity in current circumstances. Funds are lodged with Natwest Bank plc in current and reserve accounts.

## Policies

Policies and organisational structure of the Charity are determined by the Trustees who delegate powers of day to day operation to Mrs Margaret Wignall, as Pre-School Manager. To assist achieving the objectives of the Pre-School, qualified personnel are employed and staff training is encouraged to ensure that we meet guidelines and work to best practice.

## Risk Assessment

Risk assessment is carried out to meet the requirements of Ofsted and to follow the guidelines of the Pre-School Learning Alliance Insurance Scheme. Trustees are satisfied that sufficient Policies and Procedures exist and are implemented to mitigate against operational risks.

Signed, One of Trustees:



PHILIP HOWARD (TREASURER)  
ON BEHALF OF TRUSTEES  
MR P HOWARD

Dated:

14 APRIL 2020





**Section A**

**Independent Examiner's Report**

**Report to the  
trustees/members of**

St Cuthbert's Pre-School Playgroup (Churchtown)

**On accounts for the year  
ended**

31 August 2019

**Charity no  
(if any)**

1085385

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2019.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

14/04/2020

**Name:**

T J Wright

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

BA (Hons), FCCA

**Address:**

Mayfair Associates, 21a Hoghton Street, Southport, PR9 0NS



## Receipts and payments accounts

CC16a

For the period  
from

01/09/2018

To

31/08/2019

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Fees - Pre-school	-	131,477	-	131,477	118,514
SEN Funding	-	11,373	-	11,373	4,845
EYPP Funding	-	398	-	398	218
Snack Money	-	1,713	-	1,713	1,409
Christmas Party	-	462	-	462	165
Coffee Morning / Café	-	286	-	286	592
Summer Fayre	-	-	-	-	517
Photocopying (third party)	-	-	-	-	10
Goods for Resale - sweatshirts	-	236	-	236	334
Goods for Resale - book bags	-	10	-	10	32
Disability Access Fund	-	615	-	615	-
Bank Interest	-	42	-	42	10
Challenger Sports	-	24	-	24	-
<b>Sub total (Gross income for AR)</b>	-	146,636	-	146,636	126,646
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	146,636	-	146,636	126,646
<b>A3 Payments</b>					
Wages - Pre-school	-	82,822	-	82,822	77,789
Wages - SEN Support	-	10,643	-	10,643	4,282
Wages - Administrator	-	-	-	-	142
EYPP	-	225	-	225	-
Rent	-	6,270	-	6,270	6,270
General Expenses	-	977	-	977	472
Repairs & Sundries	-	181	-	181	-
Accountancy Fees	-	2,076	-	2,076	1,548
Office Consumables	-	982	-	982	905
Cleaning & Toiletries	-	889	-	889	568
Staff Refreshments	-	162	-	162	114
Childrens Refreshments	-	1,048	-	1,048	879
Play Equipment - consumables	-	418	-	418	1,124
Play Equipment - toys, books etc	-	1,392	-	1,392	1,623
Pianist	-	504	-	504	419
Parties	-	620	-	620	476
Coffee Morning / Café	-	95	-	95	152
Travel Expenses	-	-	-	-	3
Telephone Expenses	-	434	-	434	247
Goods for Resale - sweatshirts	-	215	-	215	473
Goods for Resale - book bags	-	-	-	-	54
Insurance	-	885	-	885	874
Subscriptions	-	215	-	215	324
Website / IT	-	281	-	281	238
Donations	-	-	-	-	600
Staff Training	-	429	-	429	289
Staff Meetings	-	21	-	21	-
Hall Refurbishment Project	-	-	-	-	1,102
SEN Support	-	149	-	149	-
Bank Charges	-	62	-	62	-
<b>Sub total</b>	-	111,995	-	111,995	100,967

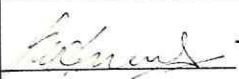


A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	111,995	-	111,995	100,967
<b>Net of receipts/(payments)</b>	-	34,641	-	34,641	25,679
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	91,407	-	91,407	65,728
<b>Cash funds this year end</b>	-	126,048	-	126,048	91,407

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Current Account	-	101,637	
	Bank Reserve Account	-	22,419	
	Petty Cash	-	1,992	-
	<b>Total cash funds</b>	-	126,048	-
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Mr Philip Howard	14/04/2020