



*Happy Faces Pre-School
Blenheim Park Primary School
Sculthorpe
Fakenham
Norfolk
NR21 7PX*

Tel 07940990592

HAPPY FACES AGM to be held in the pre-school room

3rd October 2019

1.00pm

Attendees

Thelma Bambridge – Pre-school Manager

Lucy Belton – Chair person

Sara Southerland - Treasurer

Sarah Pruden

Mandy Hurn

Hannah Goddard

Hannah Hurn

Marie Spooner

Gemma Dodman

Jade Battrick

Alana Wright

Sally Hawkins

Apologies

Shaun Belton

Rebecca Bambridge

Sylvia Muzyka

1. 1.00pm Welcome
2. Minutes of last AGM
Approved
3. Presentation of Accounts for 2018/2019
4. **Approved**
5. Adopt Constitution
6. **Approved**
7. Adopt Policies and Procedures
8. **Approved**
9. Any other business

Fees remained the same in an effort to keep in line with funding amounts. This will be monitored and reviewed regularly. Approval for government funding for eligible two, three and four year olds has been confirmed following the submission of the local agreement .

Lucy Belton stepped down from Chairperson and Jade Battrick was voted in.

10. New Committee for 2019 – 2020

Jade Battrick – Chairperson

Sara Southerland

Alana Wright – Secretary

Gemma Dodman-Treasurer

Lucy Belton

Sylvia Muzyka

Sarah Pruden
Rebecca Bambridge
Lucy Belton


HAPPY FACES PRE-SCHOOL
RECEIPTS & PAYMENTS ACCOUNTS FOR YEAR ENDING 31st AUGUST 2019

RECEIPTS	2019	2018
Parents fees/Reg/Uniform	7,566.48	11,150.28
Vouchers	38,032.50	37,245.31
Grants	0.00	0.00
Misc. Income (inc Bank transfers)	0.00	0.00
Interest Received	0.00	0.11
	<u>45,598.98</u>	<u>48,395.70</u>
PAYMENTS		
Charitable Activity Direct Expenditure		
Salaries	38,205.20	34,668.62
Consumables	843.72	1,686.40
	<u>39,048.92</u>	<u>36,355.02</u>
OTHER EXPENDITURE		
Rent	2,280.00	2,280.00
Equipment	0.00	0.00
Postage/Stationery/Advertising	423.05	214.67
Telephone	60.00	30.00
Training	260.00	230.00
Professional Fees/Insurance/Licence	601.02	599.85
Uniform	168.60	316.02
Accountancy	275.00	150.00
Bank charges	90.00	80.00
Sundries	0.00	0.00
Kitchen Utensils	0.00	0.00
New Area	0.00	0.00
Assets	349.97	159.98
	<u>4,507.64</u>	<u>4,060.52</u>
NET RECEIPTS FOR THE YEAR	<u>2,042.42</u>	<u>7,980.16</u>
Deposit Account at 1st September 2018	282.60	282.49
National Westminster Bank at 1st September 2018	44,434.07	35,575.24
Cash in hand at 1st September 2018	75.96	44.74
Accruals at 1st September 2018	-910.00	0.00
	<u>43,882.63</u>	<u>35,902.47</u>
	<u>45,925.05</u>	<u>43,882.63</u>
Deposit Account at 31st August 2019	282.60	282.60
National Westminster Bank at 31st August 2019	45,469.99	44,434.07
Cash in hand at 31st August 2019	472.46	75.96
Accruals at 31st August 2019	-300.00	-910.00
	<u>45,925.05</u>	<u>43,882.63</u>

HAPPY FACES PRE-SCHOOL

These accounts have been examined by an independent assessor as set out below

I have examined these accounts and based on the information given, find they comply with the Charity's Act 2011

Signature..........

Name; Mike Barnes ACA