



*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 garden because of fine weather and precautions still taken due to covid.**

**19th September 2022**

**1.00pm**

**Attendees**

Thelma Bambridge - Pre-school Manager

Jade Battrick - Chair person

Gemma Dodman

Sarah Pruden-member and staff

Hannah Hurn

Vikki Nevill

Alana Wright

**Apologies**

Holly Clarke

Rebecca Bambridge

1. 1.00pm Welcome
2. Minutes of last AGM  
Approved
3. Presentation of Accounts for 2021/2022
4. Awaiting approval
5. Adopt Constitution
6. Approved
7. Adopt Policies and Procedures
8. Approved
9. Any other business

Fees have been increased due to rent increase and 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.

Happy Faces is still sustainable for the coming year, a staff member on maternity leave, numbers of children have decreased again this September. Fund raising events were discussed to help with costs and a grateful donation of £500 from the community.

#### 10. New Committee for 2020 - 2021

Jade Battrick - Chairperson  
Alana Wright - Secretary  
Gemma Dodman-Treasurer  
Sarah Pruden  
Rebecca Bambridge



**HAPPY FACES PRE-SCHOOL**  
**RECEIPTS & PAYMENTS ACCOUNTS FOR YEAR ENDING 31st AUGUST 2022**

<b>RECEIPTS</b>	<b>2022</b>	<b>2021</b>
Parents fees/Reg/Uniform	6,491.85	3,458.00
Vouchers	23,184.86	60,590.76
Grants	0.00	0.00
Misc. Income (inc Bank transfers)	500.00	40.00
Interest Received	<u>0.00</u>	<u>0.00</u>
	30,176.71	64,088.76
<b>PAYMENTS</b>		
Charitable Activity Direct Expenditure		
Salaries	36,013.06	49,529.93
Consumables	<u>1,298.92</u>	<u>2,030.22</u>
	37,311.98	51,560.15
<b>OTHER EXPENDITURE</b>		
Rent	3,968.00	2,280.00
Equipment	0.00	0.00
Postage/Stationery/Advertising	396.61	294.19
Telephone	134.72	0.00
Training	0.00	0.00
Professional Fees/Insurance/Licence	874.40	1,617.29
Uniform	636.97	408.05
Accountancy	0.00	0.00
Bank charges	0.00	0.00
Sundries	0.00	0.00
Kitchen Utensils	214.09	0.00
Cleaning	122.04	182.09
Assets	<u>0.00</u>	<u>0.00</u>
	6,346.83	4,781.59
<b>NET RECEIPTS FOR THE YEAR</b>	<u><u>-13,482.10</u></u>	<u><u>7,747.02</u></u>
Deposit Account at 1st September 2021	283.65	283.60
National Westminster Bank at 1st September 2021	57,000.31	49,844.20
Cash in hand at 1st September 2021	0.00	472.20
Accruals at 1st September 2021	<u>0.00</u>	<u>-362.00</u>
	<u>57,283.96</u>	<u>49,733.00</u>
Deposit Account at 31st August 2022	283.75	283.65
National Westminster Bank at 31st August 2022	40,808.48	57,000.31
Cash in hand at 31st August 2022	47.21	0.00
Accruals at 31st August 2022	<u>0</u>	<u>0.00</u>
	<u>41,139.44</u>	<u>57,283.96</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; Karen Butler FCCA



*Tax Return Online Services Ltd*

*124 City Road*

*London*

*EC1V 2NX*



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**Issuer** Tax Return Online Services Ltd

**Document generated** Thu, 7th Mar 2024 12:59:51 UTC

**Document fingerprint** 8cf67b5be66685b225cc35a927f8828d

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**Parties involved with this document**

Document processed	Party + Fingerprint
Thu, 7th Mar 2024 13:00:34 UTC	Hub Administrator - Signer (41d4c04d2008848e29fff7458ee00d1f)
Thu, 7th Mar 2024 13:00:35 UTC	Ms Nicola Jones - Copied In (0c167d4d74774489a3223ef4f10a39a6)

**Audit history log**

Date	Action
Thu, 7th Mar 2024 13:00:53 UTC	Document emailed to party email (18.170.114.185)
Thu, 7th Mar 2024 13:00:35 UTC	Hub Administrator viewed the envelope (82.69.37.27)
Thu, 7th Mar 2024 13:00:35 UTC	This envelope has been signed by all parties (82.69.37.27)
Thu, 7th Mar 2024 13:00:35 UTC	Sent the envelope to Ms Nicola Jones for signing (82.69.37.27)
Thu, 7th Mar 2024 13:00:35 UTC	Hub Administrator signed the envelope (82.69.37.27)
Thu, 7th Mar 2024 13:00:28 UTC	Hub Administrator viewed the envelope (82.69.37.27)
Thu, 7th Mar 2024 13:00:00 UTC	Document emailed to party email (18.130.235.132)
Thu, 7th Mar 2024 12:59:52 UTC	Sent the envelope to Hub Administrator for signing. (52.56.44.246)
Thu, 7th Mar 2024 12:59:52 UTC	Ms Nicola Jones has been assigned to this envelope. (52.56.44.246)
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Thu, 7th Mar 2024 12:59:52 UTC	Document generated with fingerprint 8cf67b5be66685b225cc35a927f8828d. (52.56.44.246)
Thu, 7th Mar 2024 12:59:51 UTC	Envelope generated with fingerprint 39afb337912ea22bbf57157278d68dd6 (18.133.63.166)

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