

## Plymtree Preschool AGM – 19<sup>th</sup> September 2017

### Treasurer's Report September 2017

Plymtree Preschool accounts have been prepared on a receipts and payments basis for the 12 months ending 31 March 2017. These will require an Independent Examination before submission to the Charity Commission by 31 January 2018. Unless there are any objections we will ask Michelle Cottrell to do this for us again this year.

#### Highlights from the 2016/17 accounts:

Total Receipts	£32,297.50
Total Payments	£34,661.07

**Deficit** **£2,363.57**

#### Points to note:

- Total receipts were £32,279.50 compared to £39,539.96 in 2015/16
  - Unfunded fee income has been closely managed and unpaid fees are nil
  - EYF income is down by £5,178.94 in this year which reflects the lower numbers of children on roll particularly in the Autumn and Spring terms of the 2016/17 academic year and those on roll which did not take up the full 15 hours.
  - Fundraising income appears lower in this year compared to 2015/16 as the previous year hosted two Race Nights.
  - The Race Night in 2016/17 was our best yet raising £1,598 for preschool.
  - Our other fundraising activities such as bags to school, the SE Devon raffle, easy Fundraising and the Halloween fayre all raised less money than the previous year most likely a knock on effect from the lower numbers at preschool during this year.
  - The cumulative effect is a decrease in total income of £7,241.86.
- Total payments were £34,661.07 up from £29,966.00 last year
  - After successful fundraising last year the committee agreed a budget of £3,000 for the setting manager and staff to update equipment and resources and provide experiences for the preschool children such as Rugbytots, East Devon Dance and more regular music Leah visits all of which the children really enjoy.
  - Unfortunately strong winds in winter 2016 meant the previous shed was damaged beyond repair, a new one was purchased in this year. Part of this cost was recovered through the insurance company, the income from which was accounted for last year.
  - Remaining with the fruit supplier from last year and fewer children on roll our food and drink costs reduced by £77.38
  - The children enjoy music time with Leah (external supplier), the costs for this experience appear greater in the accounts this year due to the timing of payments which have caught up this year.
  - Rent has remained the same.
  - Wages have increased by £2,049.17, influenced by National living wage rises and reflecting our amazing, long standing, experienced team of staff.
  - Training costs were reduced where free courses became available, the committee acknowledge that CPD is important for the success of the setting and remains a focus for the staff and committee.
  - The committee invested in new staff uniform amounting to £490.60
  - Admin costs have risen for insurance, accounts and payroll and printing and stationery costs. To ensure compliance and to aid the efficiency of this area in setting various printed forms and handbooks have been purchased. A replacement printer and increased ink expenses have also contributed to the increased administrative costs.

- Fundraising
  - Another great year for fundraising totalling £2,350.03
  - We continued with the SE Devon raffle this year raising £135.
  - The children did a sponsored walk around the village raising a fantastic £276.60.
  - The Race Night was another huge success raising £1,598.15 – our best total yet!
  - We also ran the children’s Halloween event which raised £206.50
  - Our regular ragbag collection and Easy Fundraising campaign also raised £164.32.

## Position at September 2017

On 17<sup>th</sup> September 2017, Plymtree Pre-school remains financially stable with current bank balances of:

Current Account:                   £26,515.58 (17.9.17)

Redundancy reserve               £10,050.43 (17.9.17)

When the accounts are prepared on an academic year basis (1 September 2016 to 31 August 2017) we can see the effect of low numbers on roll for the first 2 terms and the impact of children not taking up the full 15 hours. These accounts show a deficit of £4,047.30 as opposed to a surplus in the previous academic year of £8,431.17. In 2015/16, the previous year, numbers of children on roll began high in September and the setting was at capacity by Easter. In this reported academic year the setting did not reach capacity for all of it’s sessions even by the end of the summer term.

The committee have undertaken breakeven analysis this year and have targets in place for achieving full time equivalent numbers on roll to ensure the success of the preschool in future years. The committee have put in place various advertising campaigns to market to new families in the village and families of surrounding areas. In the coming academic year I am pleased to report that we are on course to reach capacity again, in all of our sessions, by Easter.

The financial accounts for 2017/18 (YE 31.3.18) are expected to show a surplus, with a present surplus at 17 September 2017 of £4,669.91 (NOTE: EYF has just been paid of £4,573 relating to the whole of the autumn term).

Implications for accounts to note for the current year:

- The EYF funding rate has increased to £3.98 from April 2017
- Our non funded rate has increased to £4.10 per hour from September 2017.
- The 30 hour entitlement has been introduced by the government and although the setting does not offer more than 15 hours per week, parents may choose to share the hours between our setting and others.
- Due to the success of Rugbytots, East Devon Dance and Music Seeds, and the strong position at the bank, the committee has agreed to continue with these external suppliers for this academic year
- From September 2017 the Pre-school will be purchasing their fruit from the Plymtree Community shop in a bid to support the local shop and source reliable, fresh fruit for each preschool session.

As fundraising officer as well as Treasurer, I would once again like to thank the highly motivated and dedicated members of the pre-school staff and committee who have worked hard to balance further enhancing the setting and improving the environment and learning experiences of the children whilst minimising the deficit in a statistically low birth rate year. The preschool is in a healthy financial position and set up for a positive year in 2017/18.

2017/18 will be my final year as Treasurer for Plymtree Pre-school so here’s to another great one!

Georgie Cole - Treasurer