

Treasurer's Report on the Accounts for the Period 1st January 2020 to 31st December 2020

Attached is the Summary Statement of Receipts and Payments for the financial year 1st January to 31st December 2020.

Overview

The Ark current and deposit accounts are held with HSBC. The balance in the current account as of the 31st December 2020 was £23,493.40 (compared with £19,231.23 at the end of 2019). The amount held in the deposit account was £24,900.64 (compared with £24,877.69 at the end of 2019).

Details

The summary of accounts shows payments of £45,185.95, a decrease of £3,247 and receipts of £49,471.07, a decrease of £3,229. Overall there was surplus of £4,285.

Receipts

- There was a decrease in the combined total for grant payments and fees of £2,655. This was primarily due to a loss of income of £1,275 as a result of restrictions on opening in the Summer Term due to Covid-19. We still received our grant funding but we lost any income from fee paying children during this term. During the Autumn we had more children paying fees than in 2019 which explains the higher income from fees overall.
- The donations that the Ark received were lower than in previous years. Part of this was due to the normal fundraising events being cancelled due to Covid-19 restrictions.
- Receipts from events now include the cost of the Christmas party and photographs. In previous years this was included in the donation section.

Payments

- Staff costs were slightly lower because the pre-school was closed for 8 weeks in the summer term. Staff were paid their normal salaries but no additional hours were claimed.
- No staff training took place in 2020. The biggest training cost is first aid and that was carried out in 2019.
- It should be noted that the running expenses incurred in 2020 included £908.78 of expenses incurred in 2019 which were not claimed until 2020.
- Insurance increased due to a change in the timing of payments. Previously payments were paid monthly and this year it was paid annually in September for 2020/21.
- Membership Fees / subscriptions were higher due to additional Ofsted fees because of operating from alternative premises and also increase in EYA membership.
- Events now include the cost of the Christmas party and photographs, where in previous years this was just included in the general running expenses.

Reserves

The reserves policy of the Ark Pre-School is that we should retain sufficient funds to cover staff costs for a term (approximately £14,000). In addition, since the current premises are part of a rebuilding project, we have a temporary reserves policy which is to cover additional costs due to relocating premises in 2020/2021 of £8,000. This will cover staff costs to relocate the pre-school and the purchase of new equipment and storage when the preschool moves back to the hall at Crowthorne Baptist Church.

These accounts have been assessed by Ian Burrow as designated independent assessor and signed off by him on the 26th March 2021 and are subject to approval at the AGM in 2021.

Justine Wells
Treasurer
The Ark Pre-school

Emma Frost
Chairperson
The Ark Pre-school