

PADDOCKS PRE-SCHOOL PLAYGROUP

England & Wales · Charity number 1001964

Details

Other names PADDOCKS PLAYGROUP, PADDOCKS

Status Registered

Legal form Other

Registered 1991-02-20

Register [View on the Charity Commission register](#)

Contact

Address Paddocks Pre-School
Paddock Road
Wallingford
OX10 9LT

Phone 01491825333

Email info@paddockspreschool.com

Website www.paddockspreschool.com

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY: (A) OFFERING APPROPRIATE PLAY FACILITIES AND TRAINING COURSES, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY.(B) ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS.(C) INSTIGATING AND ADHERING TO AND FURTHERING THE AIM OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: Paddocks is a pre-school catering for children from 2-5 years old

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** WALLINGFORD
- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£162,106	£150,804	-	-
2023-08-31	£131,173	£143,235	-	-
2022-08-31	£174,254	£156,932	-	-
2021-08-31	£160,899	£140,339	-	-
2020-08-31	£148,996	£145,454	-	-

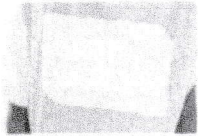
Trustees

Name	Role	Appointed
Anthony Beatty		2022-07-06
Ellen Siv		2023-09-28
Emily Sheath		2024-10-04
Luke Williams		2023-10-26

PADDOCKS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1001964

Accounts



Trustees' Annual Report for the period

Period start date: 01 09 2023 To Period end date: 31 08 2024
 From To

Section A Reference and administration details

Charity name Paddocks Pre-school Playgroup

Other names charity is known by Paddocks

Registered charity number (if any) 1001964

Charity's principal address
 Paddock Road
 Wallingford
 Oxfordshire
 Postcode OX10 9LT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Helen Lubbock	Chair		
2	Anthony Beatty	Treasurer		
3	Jordan Hallam	Trustee	Until 8 th October 2024	
4	Louise Greenaway	Manager		
5	Ellen Siv	Trustee		
6	Luke Williams	Trustee		
7	Emily Sheath	Trustee	From 4 th October 2024	
8	Kerry Miles	Secretary	Until 2 nd October 2023	
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19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg trust deed, constitution)</small>	Early Years Alliance Model Pre-school Constitution 2021
How the charity is constituted <small>(eg trust deed, association, company)</small>	Association
Trustee selection methods <small>(eg appointed by trustee)</small>	Elected by members (parents)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer

- opportunities for all children whatever their race, culture, religion, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
 - (c) instigating and adhering to and furthering the aims and objects of the Early Learning Alliance.

Paddocks Pre-school has an excellent reputation for building strong staff children relationships as a result of its small size and nurturing environment. Parental input is also actively encouraged and good links develop naturally between parents and the Paddocks team.

Our Aims:

- To enhance the development and education of children under statutory school age in a parent-involving, community-based group.
- To work within a framework that ensures equality of opportunity for all children and families.

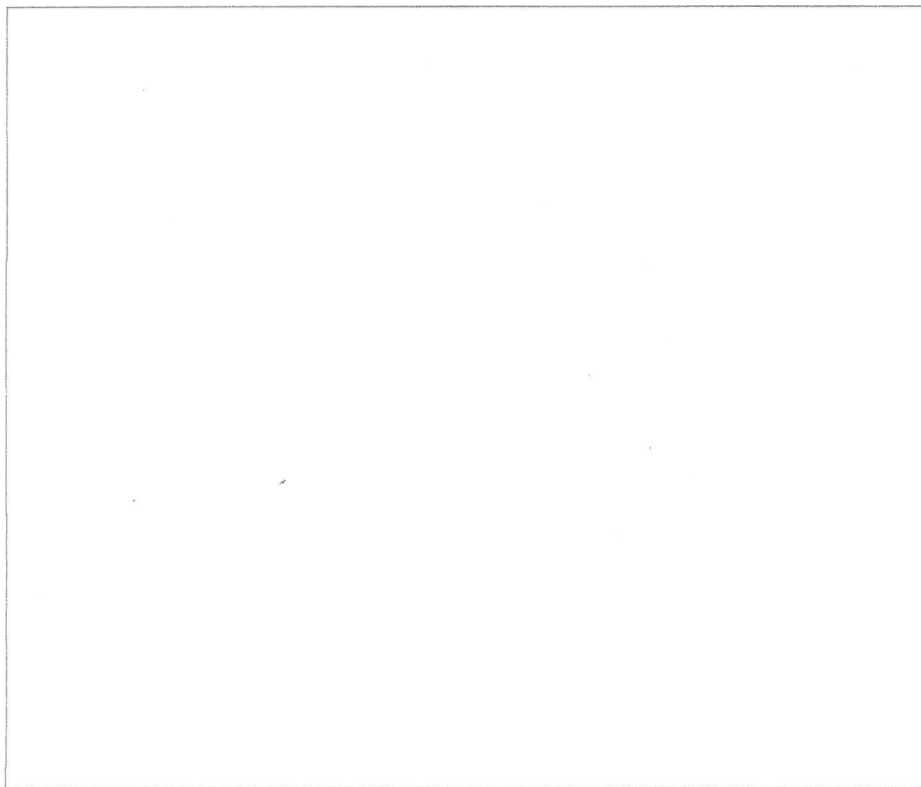
Paddocks follow the Early Years Foundation Stage and aims to provide a safe, secure and caring environment where every child is valued as an individual. Through a meaningful partnership with parents, we strive to make the bridge between home and school as smooth and enjoyable as possible. We create opportunities for the children to learn through their play and develop a growing independence and positive self-image.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Paddocks Pre-school is open during term time from Monday to Friday 8.45am to 3:15pm. A maximum of 32 children may attend a session. Children may attend for the full day, morning or afternoon sessions. Children staying for the lunch session are required to bring a packed lunch. We also run holiday play-schemes from 8.45am to 3.15pm during the school holidays.

We have had 38 children on our books aged from two to four years of age. 27 children receive 3/4-year-old funding, of which 10 receive additional Pupil Premium funding, and 5 children received 2-year-old funding. All children are in the Early Years Foundation Stage age range.

The children come from either the immediate, local catchment area or from within Wallingford Borough. Most of the children are of white British heritage. We are able to support children with learning difficulties and/or disabilities and also children who speak English as an additional language. There are currently 4 children with English as an additional language. We have 4 child currently receiving SEND support.

The preschool employs a total of 9 staff. We have 7 members of staff who work directly with the children: 5 at Level 3. We have one part time administrator in the office, and 1 level 2 apprentice.

All our staff are Safeguarding trained, 2 of which are Designated Lead. 1 Staff member is safer recruitment trained. Our chairperson holds Designated Lead and is safer recruitment trained. 8 Staff hold a current paediatric First Aid certificate. 2 Staff are SEND trained. All staff have Level 2 Food Hygiene Certificates. Our manager has also been trained in Mental Health First Aid. In addition, the setting accommodates a number of students on work placements and work experience. All staff are Fire awareness trained.

Staff are nurturing, knowledgeable, committed, and passionate about their work. Strong relationships are with each child's family, long staff retention and high-level commitment to children are strengths of the setting.

Section E

Financial review

Brief statement of the charity's policy on reserves

Paddocks Pre-school aims to hold sufficient financial reserves to sustain the preschool if our income falls below expected levels. Our intention is to continue functioning as a preschool if at all possible and to cover the payment of staff redundancies in the unlikely event that the preschool had to close. We aim to manage our finances responsibly, budget for predictable fluctuations in income and hold reserves to cover expenses due to other eventualities including staff redundancy payments in the case that the preschool had to close.

We aim to hold sufficient funds in reserve to cover:

- Total running costs: our total running costs fluctuate with changes in registered numbers and subsequent staffing and other expenses. Given the fluctuating nature of our income and expenses it would be useful to hold in reserve one half term's worst case running costs i.e. £40,000.
- Potential redundancy costs: we must also hold sufficient reserves to pay any redundancy payments to staff as required by law if the preschool has to close. Our redundancy costs approximate to £40,000. Currently notice period under preschool's employment contracts is one half term.
- Emergency maintenance costs: £5,000
- The amount held in reserve is reviewed to ensure that sufficient funds are kept at each year-end and on change of staffing and as necessary if a marked change occurs.
- In the event of reserves falling significantly below the target level, the preschool will aim to restore the reserves as soon as possible by increasing fundraising, increasing earned income or reducing expenditure.
- If reserves rise significantly above the target level, the committee will put in place a plan as soon as possible, aiming to eliminate the excess by spending money to enhance the quality of preschool provision or otherwise further the aims of the preschool or by reducing fundraising. The committee will not however take any steps that might call into question the ability of the preschool to continue as a financially viable operation in the long term.

The reserve as of 31st August 2024 was £137,108.36.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

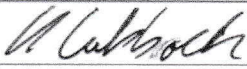

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.


Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Helen Lubbock	Anthony Beatty
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	27 th June 2025	

Paddocks Pre-School Playgroup
 Receipts and Payments Account
 Year ended 31st August 2024

	2024	2023
	£	£
Income		
Donations and legacies	2,953.74	4,088.55
Extras	82.91	-
Fundraising	667.68	1,504.59
Grant	-	60.00
Total OCC Funding	118,638.54	84,113.99
Parents Fees	32,686.13	34,947.63
Playscheme	3,806.57	4,690.46
Voluntary funding supplement	-	1,004.04
Sales of Product Income	107.90	-
Interest earned	3,162.27	883.35
Total Income	<u>162,105.74</u>	<u>131,172.61</u>
Expenditures		
Advertising/Promotional	60.00	267.00
Bank charges	60.00	49.98
Bookkeeping Software	379.20	86.40
Cleaning	738.55	528.83
Consumables	894.60	1,166.37
Domain/Email/Webpage	311.49	388.69
Employment costs	131,928.42	121,896.11
Financial services	620.40	225.00
Fundraising cost	278.15	229.60
General Office	309.99	1,358.84
Gifts	334.68	409.26
Health, Safety & Security	3,677.19	1,152.30
Insurances	-	2,211.88
Maintenance/Repairs	1,312.39	1,887.58
OCC Specific Funding Expenditure	1,252.35	1,041.02
Playground Upgrade	2,268.00	-
Professional memberships	1,022.88	3,923.86
Resources, Toys & Activities	2,370.37	3,374.61
Staff Training	377.81	638.29
Utilities	2,607.17	2,399.64
Total Expenditures	<u>150,803.64</u>	<u>143,235.26</u>
Surplus/(Deficit) for the year	<u>11,302.10</u>	<u>- 12,062.65</u>

Helen Lubbock
 Chair

Signed: 
 Date: 23/6/2025

Anthony Beatty
 Treasurer

Signed: 
 Date: 23/6/2025

**Paddocks Pre-School Playgroup
Balance Sheet as at 31st August 2024**

	2024 £	2023 £
Assets		
Bank and cash balances	<u>137,108.36</u>	<u>125,806.26</u>
Funds		
Balance brought forward	125,806.26	137,868.91
Surplus/(Deficit) for the year	<u>11,302.10</u>	<u>(12,062.65)</u>
	<u>137,108.36</u>	<u>125,806.26</u>

Signed: 

Date: 23/6/2025

Helen Lubbock
Chair

Signed:



Date: 23/06/2025

Anthony Beatty
Treasurer



Section A Independent Examiner's Report

Report to the trustees/ members of	Charity Name Paddocks Pre-School Playgroup		
On accounts for the year ended	31 st August 2024	Charity no (if any)	1001964
Set out on pages			

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

**Responsibilities and
basis of report**

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I am qualified to undertake the examination by being a qualified member of the AAT.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me no cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:		Date:	24/06/2024
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Name: Melanie Cornut MAAT

Relevant professional qualification(s) or body (if any): AAT Level 4
Member of the AAT

Address: 200 Crowmarsh Hill, Crowmarsh Gifford
Wallingford, Oxon, OX10 8BG

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

PADDOCKS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1001964

Accounts



Trustees' Annual Report for the period

	Period start date			Period end date			
From	01	09	2022	To	31	08	2023

Section A Reference and administration details

Charity name Paddocks Pre-school Playgroup

Other names charity is known by Paddocks

Registered charity number (if any) 1001964

Charity's principal address

Paddock Road
Wallingford
Oxfordshire
Postcode OX10 9LT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sarah Trelinska	Chair	Until 1 st September 2023	
2	Ed Trelinski	Trustee	Until 1 st September 2023	
3	Kerry Miles	Secretary	Until 2 nd October 2023	
4	Helen Lubbock	Chair	From 1 st September 2023	
5	Jordan Hallam	Trustee		
6	Anthony Beatty	Treasurer		
7	Louise Greenaway	Manager		
8	Ellen Siv	Trustee	From 28 th September 2023	
9	Luke Williams	Trustee	From 26 th October 2023	
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19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Early Years Alliance Model Pre-school Constitution 2021
How the charity is constituted <small>(eg. trust, association, company)</small>	Association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected by members (parents)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

(a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer

- opportunities for all children whatever their race, culture, religion, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- (c) instigating and adhering to and furthering the aims and objects of the Early Learning Alliance.

Paddocks Pre-school has an excellent reputation for building strong staff children relationships as a result of its small size and nurturing environment. Parental input is also actively encouraged and good links develop naturally between parents and the Paddocks team.

Our Aims:

- To enhance the development and education of children under statutory school age in a parent-involving, community-based group.
- To work within a framework that ensures equality of opportunity for all children and families.

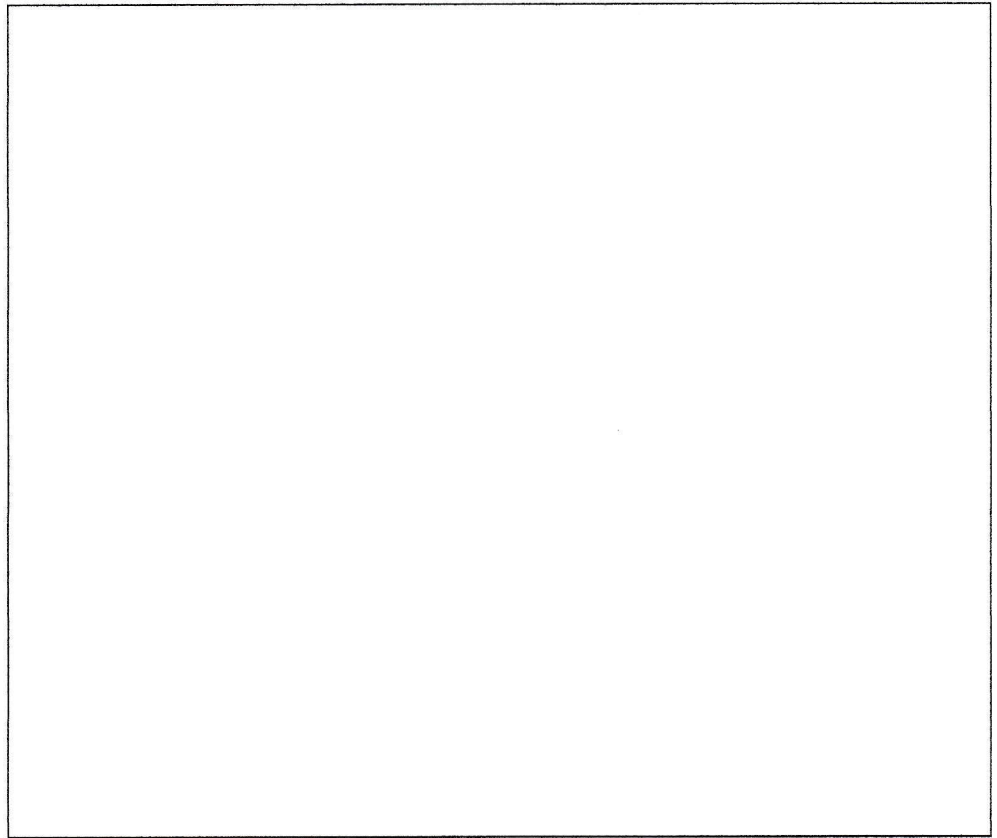
Paddocks follow the Early Years Foundation Stage and aims to provide a safe, secure and caring environment where every child is valued as an individual. Through a meaningful partnership with parents, we strive to make the bridge between home and school as smooth and enjoyable as possible. We create opportunities for the children to learn through their play and develop a growing independence and positive self-image.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Paddocks Pre-school is open during term time from Monday to Friday 8.45am to 3:15pm.. A maximum of 32 children may attend a session. Children may attend for the full day, morning or afternoon sessions. Children staying for the lunch session are required to bring a packed lunch. We also run holiday play-schemes from 8.45am to 3.15pm during the school holidays.

We have had 44 children on our books aged from two to four years of age. 33 children receive 3/4-year-old funding, of which 6 receive additional Pupil Premium funding, and 6 children received 2-year-old funding. All children are in the Early Years Foundation Stage age range.

The children come from either the immediate, local catchment area or from within Wallingford Borough. Most of the children are of white British heritage. We are able to support children with learning difficulties and/or disabilities and also children who speak English as an additional language. There are currently 0 children with English as an additional language. We have 1 child currently receiving SEND support.

The preschool employs a total of 8 staff. We have 7 members of staff who work directly with the children: 5 at Level 3. And we have one part time administrator in the office.

All our staff are Safeguarding trained, 2 of which are Designated Lead. 2 Staff members are safer recruitment trained. Our chairperson holds Designated Lead and is safer recruitment trained. 8 Staff hold a current paediatric First Aid certificate. 2 Staff are SEND trained. All staff have Level 2 Food Hygiene Certificates. Our manager has also been trained in Mental Health First Aid. In addition, the setting accommodates a number of students on work placements and work experience. All staff are Fire awareness trained.

Staff are nurturing, knowledgeable, committed, and passionate about their work. Strong relationships are with each child's family, long staff retention and high-level commitment to children are strengths of the setting.

The Ofsted Inspection in May 2019 rated the provision as outstanding.

Section E Financial review

Brief statement of the charity's policy on reserves

Paddocks Pre-school aims to hold sufficient financial reserves to sustain the preschool if our income falls below expected levels. Our intention is to continue functioning as a preschool if at all possible and to cover the payment of staff redundancies in the unlikely event that the preschool had to close. We aim to manage our finances responsibly, budget for predictable fluctuations in income and hold reserves to cover expenses due to other eventualities including staff redundancy payments in the case that the preschool had to close.

We aim to hold sufficient funds in reserve to cover:

- Total running costs: our total running costs fluctuate with changes in registered numbers and subsequent staffing and other expenses. Given the fluctuating nature of our income and expenses it would be useful to hold in reserve one half term's worst case running costs i.e. £40,000.
- Potential redundancy costs: we must also hold sufficient reserves to pay any redundancy payments to staff as required by law if the preschool has to close. Our redundancy costs approximate to £35,000. Currently notice period under preschool's employment contracts is one half term.
- Emergency maintenance costs: £5,000
- The amount held in reserve is reviewed to ensure that sufficient funds are kept at each year-end and on change of staffing and as necessary if a marked change occurs.
- In the event of reserves falling significantly below the target level, the preschool will aim to restore the reserves as soon as possible by increasing fundraising, increasing earned income or reducing expenditure.
- If reserves rise significantly above the target level, the committee will put in place a plan as soon as possible, aiming to eliminate the excess by spending money to enhance the quality of preschool provision or otherwise further the aims of the preschool or by reducing fundraising. The committee will not however take any steps that might call into question the ability of the preschool to continue as a financially viable operation in the long term.

The reserve as of 31st August 2023 was £125,806.26.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:



- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.


Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Helen Lubbock	Anthony Beatty
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	26 th June 2024	


**Paddocks Pre-School Playgroup
Receipts and Payments Account
Year ended 31st August 2023**

	2023 £	2022 £
Income		
Donations and legacies	4,088.55	568.00
Fundraising	1,504.59	1,832.70
Grant	60.00	-
Total OCC Funding	84,113.99	141,597.83
Parents Fees	34,947.63	23,565.25
Playscheme	4,690.46	1,178.00
Voluntary funding supplement	1,004.04	5,430.85
Interest earned	883.35	81.59
Total Income	131,172.61	174,254.22
Expenditures		
Advertising/Promotional	267.00	324.00
Bank charges	49.98	93.00
Bookkeeping Software	86.40	-
Cleaning	528.83	1,432.20
Consumables	1,166.37	798.75
Domain/Email/Webpage	388.69	231.72
Employment costs	121,896.11	134,256.42
Financial services	225.00	300.00
Fundraising cost	229.60	338.60
General Office	1,358.84	2,087.84
Gifts	409.26	319.10
Health, Safety & Security	1,152.30	880.99
Insurances	2,211.88	-
Maintenance/Repairs	1,887.58	8,253.93
OCC Specific Funding Expenditure	1,041.02	3,170.00
Payroll Services	-	531.00
Professional memberships	3,923.86	50.00
Rent	-	150.00
Resources, Toys & Activities	3,374.61	1,380.33
Staff Training	638.29	30.00
Travel and Accommodation	-	5.20
Utilities	2,399.64	2,299.33
Total Expenditures	143,235.26	156,932.41
Surplus/(Deficit) for the year	- 12,062.65	17,321.81

Helen Lubbock
Chair

Signed: 
Date: 26/06/2024

Anthony Beatty
Treasurer

Signed: 
Date: 26/06/24

**Paddocks Pre-School Playgroup
Balance Sheet as at 31st August 2023**

	2023 £	2022 £
Assets		
Bank and cash balances	<u>125,806.26</u>	<u>137,868.91</u>
Funds		
Balance brought forward	137,868.91	120,547.10
Surplus/(Deficit) for the year	<u>- 12,062.65</u>	<u>17,321.81</u>
	<u>125,806.26</u>	<u>137,868.91</u>

Signed:

Date:



26/06/2024

Helen Lubbock
Chair

Signed:

Date:



26/06/24

Anthony Beatty
Treasurer



Section A Independent Examiner's Report

**Report to the trustees/
members of** Paddocks Pre-School Playgroup

**On accounts for the year
ended** 31st August 2023 **Charity no
(if any)** 1001964

Set out on pages

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I am qualified to undertake the examination by being a qualified member of the AAT.

I have completed my examination. I confirm that no material matters have come to my **attention in connection with the examination which gives me no cause to believe** that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed: **Date:** 24/06/2024

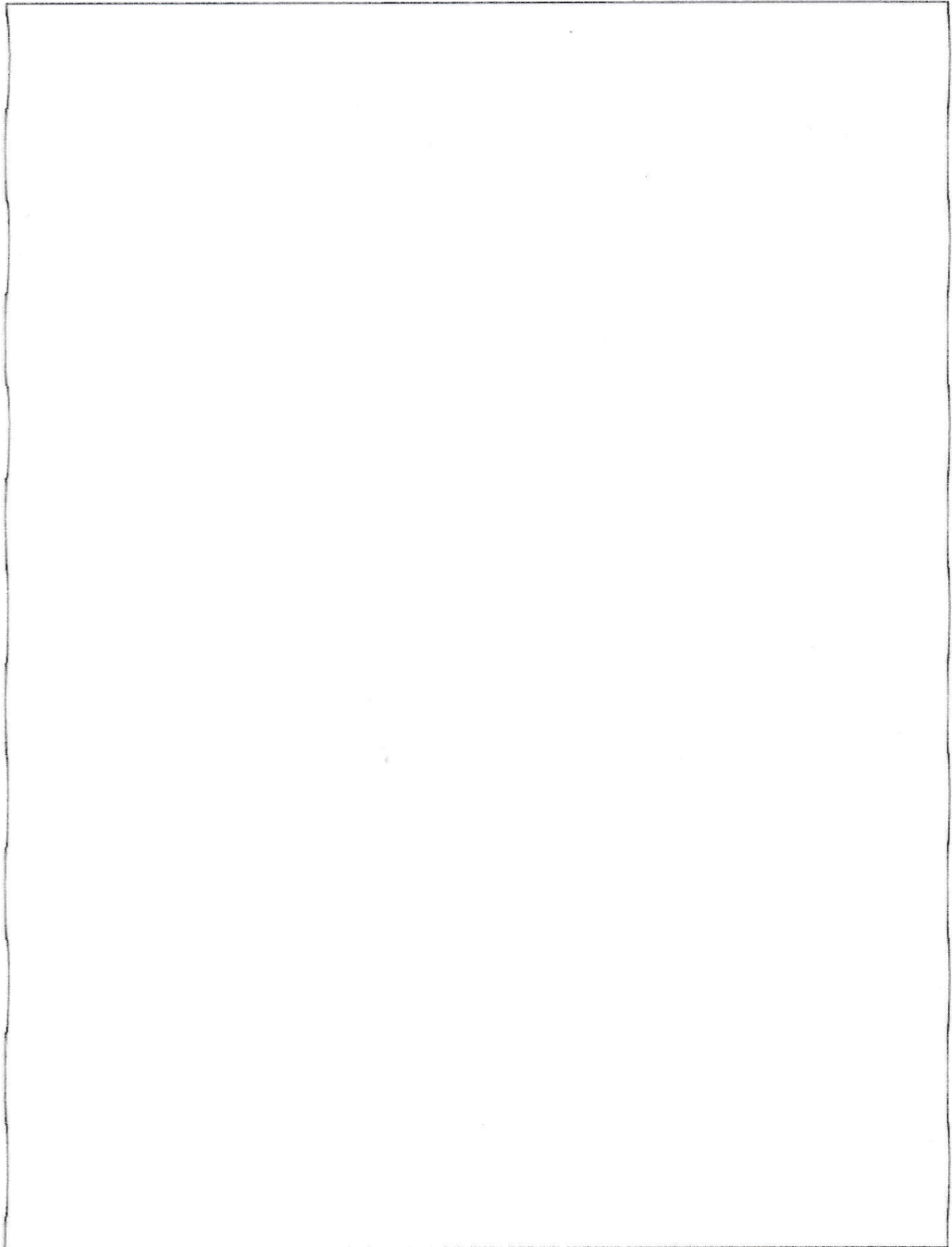
Name: Melanie Cornut MAAT

**Relevant professional
qualification(s) or body
(if any):** AAT Technician
Member of the AAT

Address: 200 Crowmarsh Hill
Crowmarsh Gifford
Wallingford, Oxon, OX10 8BG

Only complete if the examiner needs to highlight material matters of concern (see CC32, *Independent examination of charity accounts: directions and guidance for examiners*).

Give here brief details of any items that the examiner wishes to disclose.



PADDOCKS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1001964

Accounts



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 09 2021	To	31 08 2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Paddock Road	
Wallingford	
Oxfordshire	
Postcode	OX10 9LT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sarah Trelinska	Chair	From 1 st December 2022	
2	Ed Trelinski	Trustee	From 1 st December 2022	
3	Kerry Miles	Secretary	17/01/2023	
4	Jordan Hallam	Trustee	11/11/2021	
5	Anthony Beatty	Treasurer	05/09/2022	
6	Louise Greenaway	Manager	13/06/18	
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Early Years Alliance Model Pre-School Constitution 2021
How the charity is constituted <small>(eg. trust, association, company)</small>	Association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected by members (parents)

Additional governance issues (Optional information)

- You may choose to include additional information, where relevant, about:
- policies and procedures adopted for the induction and training of trustees;
 - the charity's organisational structure and any wider network with which the charity works;
 - relationship with any related parties;
 - trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

(a) Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer

opportunities for all children whatever their race, culture, religion, means or ability.

- (b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- (c) Instigating, adhering to, and furthering the aims and objects of the Early Learning Alliance

Paddocks Pre-school have an excellent reputation for building strong staff to children relationships, due to a result of its small size and nurturing environment. Parental input is also actively encouraged and good links develop naturally between parents and the Paddocks team.

Our aims:

- To enhance the development and education of children under statutory school age in a parent-involving, community-based group
- To work within a timeframe that ensures equality of opportunity for all children and families

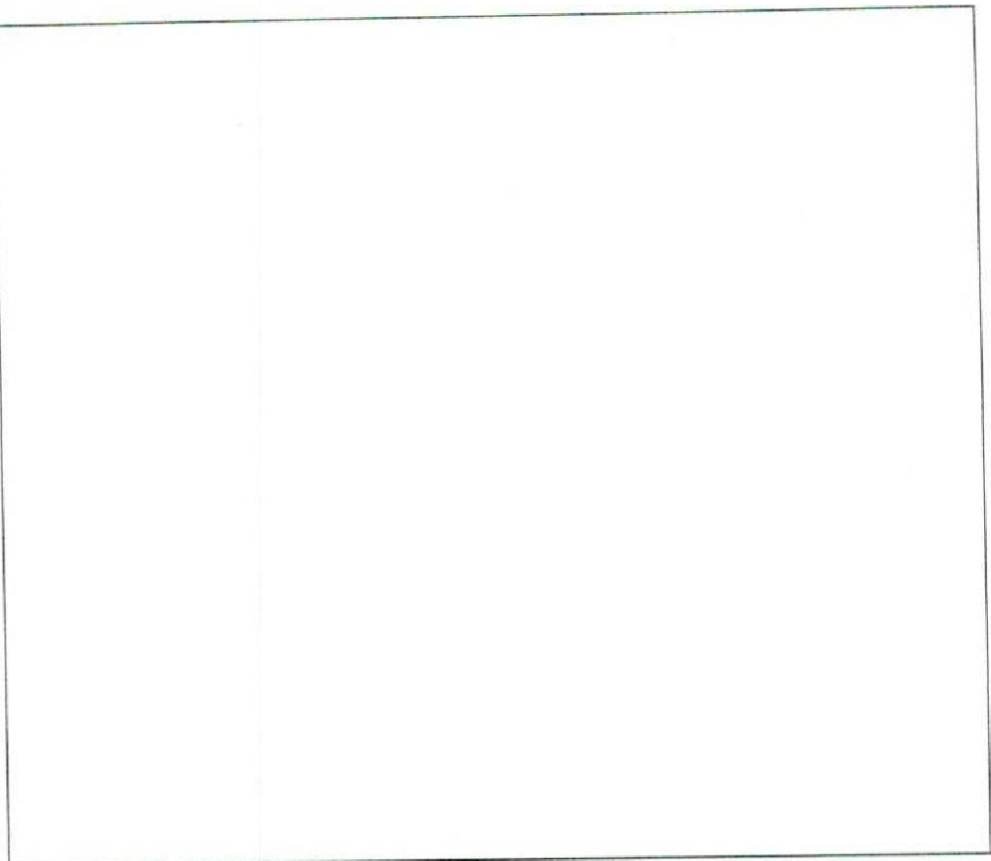
Paddocks follow the Early Years Foundation Stage and aims to provide a safe, secure, and caring environment where every child is valued as an individual. Through a meaningful partnership with parents, we strive to make the bridge between home and school as smooth and enjoyable as possible. We create opportunities for the children to learn through their play and develop a growing independence and positive self-image.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Section D Achievements and performance

Summary of the main achievements of the charity during the year

Paddocks Pre-school is open during term time from Monday to Friday 8.45am to 3:15pm. Extended afternoon after-school sessions run on Tuesday until 5.15pm, A maximum of 32 children may attend a session. Children may attend for the full day, morning, or afternoon sessions. Children staying for the lunch session are required to bring a packed lunch.

We also run holiday play-schemes from 8.45am to 5.15pm during the school holidays.

We have 53 children on our books aged from two to four years of age. 41 children receive 3/4-year-old funding, of which 7 receive additional Pupil Premium funding, and 6 children receive 2-year-old funding. All children are in the Early Years Foundation Stage age range.

The children come from either the immediate, local catchment area or from within Wallingford Borough. Most of the children are of white British heritage. We support children with learning difficulties and/or disabilities and children who speak English as an additional language. There is currently 1 child with English as an additional language. We have 2 children currently receiving SEND support.

The preschool employs a total of 8 staff. We have 7 members of staff who work directly with the children: 6 at Level 3. We have one part time administrator who is currently off on long term sick leave.

All our staff are Safeguarding trained, 3 of which are Designated Lead. 3 Staff members are safer recruitment trained. Our chairperson also holds Designated Lead. 6 staff hold a current paediatric First Aid certificate. 2 Staff are SEND trained. All staff have Level 2 Food Hygiene Certificates. 1 Staff member is a Forest School leader and is Forest School First Aid trained, and 1 staff member is currently in training for level 3 Forest school. Our manager and administrator have also been trained in Mental Health First Aid. In addition, the setting accommodates several students on work placements and work experience. All staff are Fire awareness trained.

Staff are nurturing, knowledgeable, committed, and passionate about their work. Strong relationships with each child's family, long staff retention and high-level commitment to children are strengths of the setting.

The Ofsted Inspection in May 2019 rated the provision as outstanding.

Brief statement of the charity's policy on reserves

Paddocks Pre-school aims to hold sufficient financial reserves to sustain the preschool if our income falls below expected levels. Our intention is to continue functioning as a preschool, if possible, and to cover the payment of staff redundancies in the unlikely event that the preschool had to close. We aim to manage our finances responsibly, budget for predictable fluctuations in income and hold reserves to cover expenses due to other eventualities, including staff redundancy payments in the case that the preschool had to close.

We aim to hold sufficient funds in reserve to cover:

- Total running costs – Our total running costs fluctuate with changes in registered numbers and subsequent staffing and other expenses. Given the fluctuating nature of our income and expense it would be useful to hold in reserve one half term's worst case running costs i.e., £45,000.
- Potential redundancy costs: We must also hold sufficient reserves to pay any redundancy payments to staff as required by law if the preschool had to close. Our redundancy costs approximate £40,000. Currently the notice period under preschool's employment contracts is one half term.
- Emergency costs - £5000 (in case of urgent repairs/maintenance)
- The amount held in reserve is reviewed to ensure that sufficient funds are kept at each year end and on change of staffing, and as necessary if a marked change occurs.
- In the event of reserves falling significantly below the target level, the preschool will aim to restore the reserves as soon as possible by increasing fundraising, increasing earned income, or reducing expenditure
- If reserves rise significantly above the target level, the committee will put in place a plan as soon as possible, aiming to eliminate the excess by spending money to enhance the quality of preschool provision, further the aims of the preschool or reduce fundraising. The committee will not, however, take any steps that might call into question the ability of the preschool to continue as a financially viable operation in the long term.

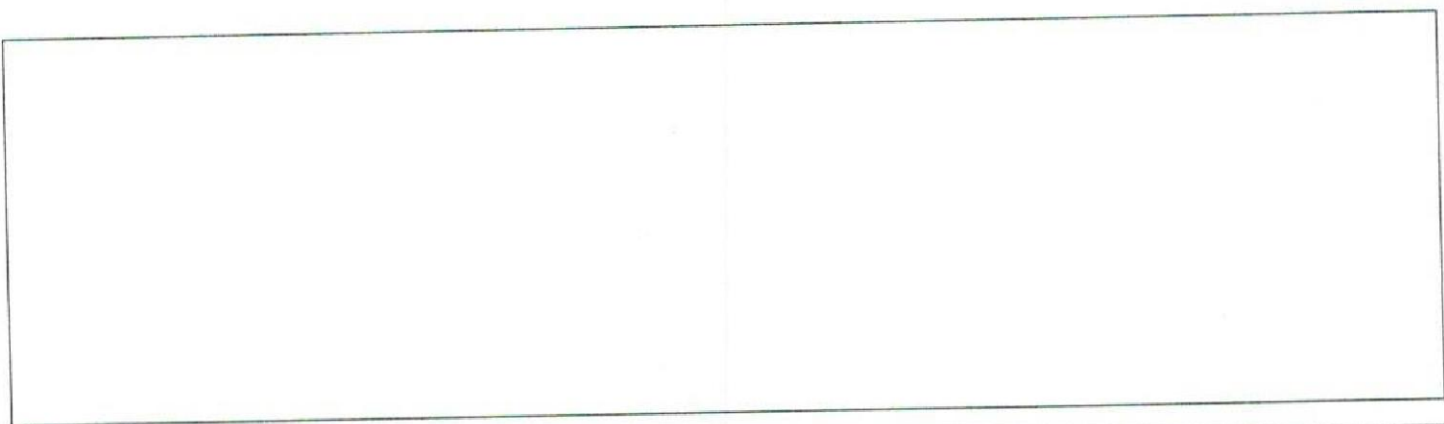
The reserve as of August 2022 was £137,868.91

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:



- the charity's principal sources of funds (including any fundraising).
- how expenditure has supported the key objectives of the charity.
- investment policy and objectives including any ethical investment policy adopted.



Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SARAH TRELINSKA	ANTHONY BEATTY
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date	23/06/23	

**Paddocks Pre-School Playgroup
Balance Sheet as at 31st August 2022**

	2022 £	2021 £
Assets		
Bank and cash balances	<u>137,868.91</u>	<u>120,547.10</u>
Funds		
Balance brought forward	120,547.10	99,986.03
Surplus for the year	<u>17,321.81</u>	<u>20,561.07</u>
	<u>137,868.91</u>	<u>120,547.10</u>

Signed:



Sarah Trelinska
Chair

Date:

27/06/23

Signed:



Anthony Beatty
Treasurer

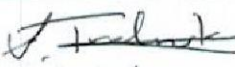
Date:

27/06/23

**Paddocks Pre-School Playgroup
Receipts and Payments Account
Year ended 31st August 2022**

	2022 £	2021 £
Income		
Donations and legacies	568.00	-
Fundraising	1,832.70	4,055.37
Grant	-	10,280.00
Total OCC Funding	141,597.83	88,868.42
Parents Fees	23,565.25	51,639.45
Playscheme	1,178.00	1,081.50
Voluntary funding supplement	5,430.85	4,962.50
Interest earned	81.59	12.20
Total Income	174,254.22	160,899.44
Expenditures		
Advertising/Promotional	324.00	162.00
Bank charges	93.00	84.00
Cleaning	1,432.20	1,158.50
Consumables	798.75	861.78
Domain/Email/Webpage	231.72	231.72
Employment costs	134,256.42	114,963.08
Financial services	300.00	300.00
Fundraising cost	338.60	1,169.12
General Office	2,087.84	1,656.96
Gifts	319.10	363.14
Health, Safety & Security	880.99	1,275.95
Independent Examination cost	-	75.00
Insurances	-	2,765.70
Maintenance/Repairs	8,253.93	1,727.50
OCC Specific Funding Expenditure	3,170.00	1,995.00
Payroll Services	531.00	495.00
Professional memberships	50.00	100.00
Raising funds	-	-
Rent	150.00	150.00
Resources, Toys & Activities	1,380.33	6,342.29
Staff Training	30.00	2,255.47
Travel and Accommodation	5.20	-
Utilities	2,299.33	2,154.66
Waste Collection	-	51.50
Total Expenditures	156,932.41	140,338.37
Surplus/(Deficit) for the year	17,321.81	20,561.07

Sarah Trelinska
Chair

Signed: 
Date: 27/06/23

Anthony Beatty
Treasurer

Signed: 
Date: 27/06/23



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Paddocks Pre-School Playgroup

**On accounts for the year
ended**

31st August 2022

**Charity no
(if any)**

1001964

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2018.

**Responsibilities and
basis of report**

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I am qualified to undertake the examination by being a qualified member of the AAT.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me no cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

27/06/2023

Name:

Melanie Cornut MAAT

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

AAT Technician
Member of the AAT

Address:

200 Crowmarsh Hill

Crowmarsh Gifford

Wallingford, Oxon, OX10 8BG

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

PADDOCKS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1001964

Accounts



Trustees' Annual Report for the period

	Period start date			Period end date			
From	01	09	2020	To	31	08	2021

Section A Reference and administration details

Charity name Paddocks Pre-school Playgroup

Other names charity is known by Paddocks

Registered charity number (if any) 1001964

Charity's principal address

Paddock Road
Wallingford
Oxfordshire
Postcode OX10 9LT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Gemma Overton	Chair		
2	Amy Brennan	Treasurer		
3	Sarah Trelinska	Secretary		
4	Lou Greenaway			
5	Julie Chambeurlant			
6	Eliza Stockdale		From 18-01-21	
7	Stella Chan		From 17-03-21	
8	Gaby Denslow		From 13-04-21	
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

(eg trust deed constitution)

Early Years Alliance Model Pre-school Constitution 2011

How the charity is constituted

(eg trust association company)

Association

Trustee selection methods

(eg appointed by elected by)

Elected by members (parents)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- (c) instigating and adhering to and furthering the aims and objects of the Early Learning Alliance.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Paddocks Pre-school has an excellent reputation for building strong staff children relationships as a result of its small size and nurturing environment. Parental input is also actively encouraged and good links develop naturally between parents and the Paddocks team.

Our Aims:

- To enhance the development and education of children under statutory school age in a parent-involving, community-based group.
- To work within a framework that ensures equality of opportunity for all children and families.

Paddocks follow the Early Years Foundation Stage and aims to provide a safe, secure and caring environment where every child is valued as an individual. Through a meaningful partnership with parents, we strive to make the bridge between home and school as smooth and enjoyable as possible. We create opportunities for the children to learn through their play and develop a growing independence and positive self-image.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Paddocks Pre-school is open during term time from Monday to Friday 8.45am to 3:15pm. Extended afternoon after-school sessions run on Tuesday to Thursday until 5.15pm. A maximum of 32 children may attend a session. Children may attend for the full day, morning or afternoon sessions. Children staying for the lunch session are required to bring a packed lunch. We also run holiday play-schemes from 8.45am to 5.15pm during the school holidays.

We had 59 children on our books aged from two to four years of age. 34 children received 3/4-year-old funding, of which 5 received additional Pupil Premium funding, and 7 children received 2-year-old funding. All children are in the Early Years Foundation Stage age range.

The children come from either the immediate, local catchment area or from within Wallingford Borough. The majority of the children are of white British heritage. We support children with learning difficulties and/or disabilities and children who speak English as an additional language. There were 3 children with English as an additional language. We had 2 children receiving SEND support.

The preschool employs a total of 10 staff. We have 8 members of staff who work directly with the children: 7 at Level 3. And we have one part time administrator in the office, and one part time bookkeeper.

All our staff are Safeguarding trained, 3 of which are Designated Lead. 4 Staff members are safer recruitment trained. Our chairperson also holds Designated Lead. 6 Staff hold a current paediatric First Aid certificate. 2 Staff are SEND trained. All staff have Level 2 Food Hygiene Certificates. 1 Staff member is a Forest School leader and is Forest School First Aid trained, and 1 staff member is currently in training for level 3 Forest school. Our manager has also recently been trained in Mental Health First Aid. In addition, the setting accommodates a number of students on work placements and work experience. All staff are Fire awareness trained.

Staff are nurturing, knowledgeable, committed and passionate about their work. Strong relationships with each child's family, long staff retention and high-level commitment to children are strengths of the setting.

The Ofsted Inspection in May 2019 rated the provision as outstanding.

Since September 2020, under guidelines for Public Health England, we opened fully and have been fortunate to be able to operate as a single bubble, enabling flexibility in session requirements. We have carried out a detailed and thorough risk assessment and have control measures in place to minimise risk of the spread of Covid-19 as much as possible.

Brief statement of the charity's policy on reserves

Paddocks Pre-school aims to hold sufficient financial reserves to sustain the preschool if our income falls below expected levels. Our intention is to continue functioning as a preschool if at all possible and to cover the payment of staff redundancies in the unlikely event that the preschool had to close. We aim to manage our finances responsibly, budget for predictable fluctuations in income and hold reserves to cover expenses due to other eventualities including staff redundancy payments in the case that the preschool had to close.

We aim to hold sufficient funds in reserve to cover:

- Total running costs: our total running costs fluctuate with changes in registered numbers and subsequent staffing and other expenses. Given the fluctuating nature of our income and expenses it would be useful to hold in reserve one half term's worst case running costs i.e. £40,000.
- Potential redundancy costs: we must also hold sufficient reserves to pay any redundancy payments to staff as required by law if the preschool has to close. Our redundancy costs approximate to £35,000. Currently notice period under preschool's employment contracts is one half term.
- Emergency maintenance costs: £5,000
- The amount held in reserve is reviewed to ensure that sufficient funds are kept at each year-end and on change of staffing and as necessary if a marked change occurs.
- In the event of reserves falling significantly below the target level, the preschool will aim to restore the reserves as soon as possible by increasing fundraising, increasing earned income or reducing expenditure.
- If reserves rise significantly above the target level, the committee will put in place a plan as soon as possible, aiming to eliminate the excess by spending money to enhance the quality of preschool provision or otherwise further the aims of the preschool or by reducing fundraising. The committee will not however take any steps that might call into question the ability of the preschool to continue as a financially viable operation in the long term.

The reserve as of 31st August 2021 was £120,547.10.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

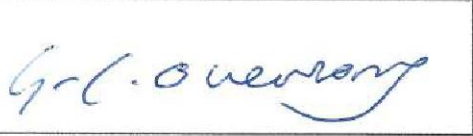
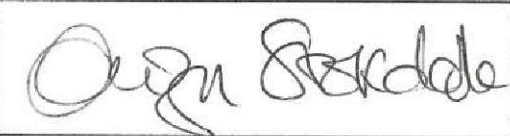
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Gemma Overton	Eliza Stockdale
Position	Chairperson	Treasurer

Date 4/4/22

Paddocks Pre-School Playgroup

Balance Sheet as of 31 August 2021

	2021	2020
	£	£
Assets		
Bank and cash balances	<u>120,547.10</u>	<u>99,986.03</u>
Balance brought forward	99,986.03	96,444.11
Surplus for the year	<u>20,561.07</u>	<u>3,541.92</u>
	<u>£ 120,547.10</u>	<u>£ 99,986.03</u>

Signed:

Date:

G. Overton 04-04-2022

Gemma Overton

Chairperson

Eliza Stockdale 04/04/2022

Eliza Stockdale

Treasurer

Paddocks Pre-School Playgroup
Receipts and Payments Account
for the year ending 31 August 2021.

	2021	2020
	£	£
Income		
Fundraising	4,055.37	2,711.86
Grant	10,280.00	50.00
OCC Funding	88,868.42	99,091.78
Parents Fees	51,639.45	37,557.15
Playscheme	1,081.50	3,676.50
Voluntary funding supplement	4,962.50	5,737.69
Interest earned	12.20	171.33
Total Income	£ 160,899.44	£ 148,996.31
Expenditures		
Advertising/Promotional	162.00	324.00
Bank charges	84.00	60.00
Cleaning	1,158.50	1,127.25
Consumables	861.78	881.62
Domain/Email/Webpage	231.72	235.79
Employment costs	114,963.08	121,070.58
Financial services	300.00	300.00
Fundraising cost	1,169.12	869.37
General Office	1,656.96	1,817.80
Gifts	363.14	528.49
Health, Safety & Security	1,275.95	716.86
Independent Examination cost	75.00	75.00
Insurances	2,765.70	2,899.59
Maintenance/Repairs	1,727.50	6,558.05
Materials and toys	5,536.42	2,613.06
OCC Specific Funding Expenditures	2,800.87	780.09
Payroll Services	495.00	495.00
Professional memberships	100.00	300.00
Raising funds	0.00	0.00
Rent	150.00	150.00
Staff Training	2,255.47	1,150.57
Utilities	2,154.66	2,431.27
Waste Collection	51.50	70.00
Total Expenditures	£ 140,338.37	£ 145,454.39
Surplus/(Deficit) for the year	£ 20,561.07	£ 3,541.92

Signed: *Gemma Overton* Date: *06-06-2022*

Gemma Overton
Chair

Eliza Stockdale
Treasurer

Eliza Stockdale 4/4/22



Section A

Independent Examiner's Report

Report to the trustees/ members of

Paddocks Pre-school Playgroup

On accounts for the year ended

2021

Charity no (if any)

1001964

Set out on pages

7 and 8

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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.

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

3/6/22

Name:

[Blank]

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

MAAT.

Address:

200 CROWMARSH HILL
CROWMARSH GIFFORD
WALLINGFORD OXFON OX10 8BG

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

A large, empty rectangular box with a thin black border, occupying the majority of the page's width and height. It is intended for the user to provide details of items for disclosure as requested in the text to the left.

PADDOCKS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1001964

Accounts



Trustees' Annual Report for the period

	Period start date			Period end date			
From	01	09	2019	To	31	08	2020

Section A Reference and administration details

Charity name Paddocks Pre-school Playgroup

Other names charity is known by Paddocks

Registered charity number (if any) 1001964

Charity's principal address

Paddock Road
Wallingford
Oxfordshire
Postcode OX10 9LT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Alexandra Smith	Chair		
2	Edward Jenkins	Treasurer		
3	Nina Harman	Secretary		
4	Gemma Overton			
5	Jennie Jennings			
6	Louise Eggleston			
7	Lou Greenaway			
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Early Years Alliance Model Pre-school Constitution 2011
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by members (parents)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- instigating and adhering to and furthering the aims and objects of the Early Learning Alliance.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Paddocks Pre-school has an excellent reputation for building strong staff children relationships as a result of its small size and nurturing environment. Parental input is also actively encouraged and good links develop naturally between parents and the Paddocks team.

Our Aims:

- To enhance the development and education of children under statutory school age in a parent-involving, community-based group.
- To work within a framework that ensures equality of opportunity for all children and families.

Paddocks follow the Early Years Foundation Stage and aims to provide a safe, secure and caring environment where every child is valued as an individual. Through a meaningful partnership with parents, we strive to make the bridge between home and school as smooth and enjoyable as possible. We create opportunities for the children to learn through their play and develop a growing independence and positive self-image.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Paddocks Pre-school is open during term time from Monday to Friday 8.45am to 3:15pm. Extended afternoon after-school sessions run on Tuesday to Thursday until 5.15pm. A maximum of 32 children may attend a session. Children may attend for the full day, morning or afternoon sessions. Children staying for the lunch session are required to bring a packed lunch. We also run holiday play-schemes from 8.45am to 5.15pm during the school holidays.

We have had 64 children on our books aged from two to four years of age. 47 children receive 3/4-year old funding, of which 4 receive additional Pupil Premium funding, and 5 children received 2-year old funding. All children are in the Early Years Foundation Stage age range. We have 1 additional child of school age who we pick up from a local primary school for the extended afternoon after-school care.

The children come from either the immediate, local catchment area or from within Wallingford Borough. The majority of the children are of white British heritage. We are able to support children with learning difficulties and/or disabilities and also children who speak English as an additional language. There are currently 3 children with English as an additional language. We have 1 Forces Child. We have no children currently receiving SEND support.

The preschool employs a total of 10 staff. We have 9 members of staff who work directly with the children: 8 at Level 3. And we have one part time administrator in the office. One of our managers is currently on maternity leave.

All our staff are Safeguarding trained, 3 of which are Designated Lead. 3 Staff members are safer recruitment trained. Our chairperson holds Designated Lead and is safer recruitment trained. 9 Staff hold a current paediatric First Aid certificate. 2 Staff are SEND trained. All staff have Level 2 Food Hygiene Certificates. 1 Staff member is a Forest School leader and is Forest School First Aid trained. Our manager and chairperson have also recently been trained in Mental Health First Aid. In addition, the setting accommodates a number of students on work placements and work experience. Staff are nurturing, knowledgeable, committed and passionate about their work. Strong relationships with each child's family, long staff retention and high-level commitment to children are strengths of the setting.

The Ofsted Inspection in May 2019 rated the provision as outstanding.

Unfortunately, owing to the Covid-19 pandemic, Paddocks Pre-school closed on 20th March 2020. We had one vulnerable child and one *essential worker* family for which we considered providing care. However, both families opted to keep children at home. Weekly contact was made with the vulnerable child and their social worker and we provided a home learning pack, which was hand delivered.

Paddocks re-opened on 1st June 2020 operating at a reduced service. Under guidelines for Public Health England, we structured two bubbles. Each bubble had three staff members and ran twice a week from 08:45 to 14:00. A total of 24 children attended these sessions. 19 Children receive 3/4-year old funding, of which 2 receive additional Pupil Premium funding, and 2 children received 2-year old funding. 1 Child had English as an additional language.

Brief statement of the charity's policy on reserves

Paddocks Pre-school aims to hold sufficient financial reserves to sustain the preschool if our income falls below expected levels. Our intention is to continue functioning as a preschool if at all possible and to cover the payment of staff redundancies in the unlikely event that the preschool had to close. We aim to manage our finances responsibly, budget for predictable fluctuations in income and hold reserves to cover expenses due to other eventualities including staff redundancy payments in the case that the preschool had to close.

We aim to hold sufficient funds in reserve to cover:

- Total running costs: our total running costs fluctuate with changes in registered numbers and subsequent staffing and other expenses. Given the fluctuating nature of our income and expenses it would be useful to hold in reserve one half term's worst case running costs i.e. £40,000.
- Potential redundancy costs: we must also hold sufficient reserves to pay any redundancy payments to staff as required by law if the preschool has to close. Our redundancy costs approximate to £35,000. Currently notice period under preschool's employment contracts is one half term.
- Emergency maintenance costs: £5,000
- The amount held in reserve is reviewed to ensure that sufficient funds are kept at each year-end and on change of staffing and as necessary if a marked change occurs.
- In the event of reserves falling significantly below the target level, the preschool will aim to restore the reserves as soon as possible by increasing fundraising, increasing earned income or reducing expenditure.
- If reserves rise significantly above the target level, the committee will put in place a plan as soon as possible, aiming to eliminate the excess by spending money to enhance the quality of preschool provision or otherwise further the aims of the preschool or by reducing fundraising. The committee will not however take any steps that might call into question the ability of the preschool to continue as a financially viable operation in the long term.

The reserve as of 31st August 2020 was £99,986.03.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F



Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Gemma Overton	Amy Brennan
Position	Chair	Treasurer
Date	28/02/2021	2/03/2021

Paddocks Pre-School Playgroup

Balance Sheet as of 31 August 2020

	2020	2019
	£	£
Assets		
Bank and cash balances	<u>99,986.03</u>	<u>96,444.11</u>
Net current assets	<u><u>99,986.03</u></u>	<u><u>96,444.11</u></u>
 Unrestricted Funds:		
Balance brought forward	96,444.11	
Surplus for the year	<u>3,541.92</u>	
	99,986.03	96,444.11
	<u><u>£ 99,986.03</u></u>	<u><u>£ 96,444.11</u></u>

Signed:

Date:

G. O. Overton
Gemma Overton

09.11.2020

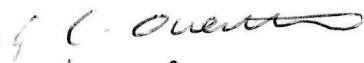

Gemma Overton
Chair

Amy Brennan
Treasurer

Paddocks Pre-School Playgroup
Receipts and Payments Account
for the year ending 31 August 2020

	<u>2020</u>	<u>2019</u>
	£	£
Income		
Fundraising	2,711.86	3,027.03
OCC Funding	99,091.78	99,186.23
Parents Fees	37,557.15	52,348.00
Playscheme	3,676.50	4,834.70
Voluntary funding supplement	5,737.69	7,415.40
Grant	50.00	10,000.00
Interest earned	171.33	114.12
Total Income	<u>£ 148,996.31</u>	<u>£ 176,925.48</u>
Expenditures		
Advertising/Promotional	324.00	336.00
Bank charges	60.00	60.00
Bookkeeping	254.40	241.20
Cleaning	1,127.25	820.84
Domain/Email/Webpage	235.79	244.44
Employment costs	121,070.58	126,918.22
Financial services	300.00	650.00
Fundraising cost	869.37	868.83
General Office	1,563.40	1,498.43
Gifts	528.49	202.47
Health, Safety & Security	716.86	693.18
Independent Examination cost	75.00	75.00
Insurances	2,899.59	2,889.88
Maintenance/Repairs	6,558.05	16,205.92
Materials and toys	2,613.06	2,590.78
Payroll Services	495.00	582.00
Professional memberships	300.00	350.00
Pupil Premium & Deprivation Expenditure	780.09	2,715.69
Raising funds	0.00	0.00
Rent	150.00	600.00
Staff Training	1,150.57	1,065.11
Supermarket costs	881.62	2,351.30
Utilities	2,431.27	3,124.11
Waste Collection	70.00	155.88
Total Expenditures	<u>£ 145,454.39</u>	<u>£ 165,239.28</u>
Surplus/(Deficit) for the year	<u>£ 3,541.92</u>	<u>£ 11,686.20</u>

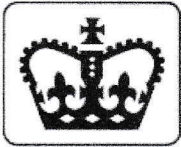
Signed:

09.11.2020

Gemma Overton
Chair

Amy Brennan
Treasurer



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Paddocks Pre-school Playgroup

**On accounts for the year
ended**

31 August 2020

**Charity no
(if any)**

1001964

Set out on pages

7 and 8

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2020**.

**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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Melanie Cornutt

Date:

26/1/21

Name:

MELANIE CORNUTT

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

MAAT

Address:

200 CROWMASH HILL CROWMASH GIFFORD
WALLINGFORD
OXON OX10 8BG

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.