

**Whitchurch Under Fives
Annual General Meeting 26th September 2023
Pre-school Report**

Welcome to our AGM. This report reflects the previous academic year.

September 2022, the start of the **last** Academic year, we welcomed 18 children and their families into our Pre-school environment. We said 'Goodbye' to leavers who left to start Primary School with six children returning for another year.

We continue to offer 30-hour funding and Pre-school works in Partnership with child minders to allow families full access to the entitled 30 hours.

Fortunately, we were able to offer every child in catchment a place who wanted one. The Early Years sector has seen a decline in families wanting Early years places however we continue to fill our sessions. We offered home visits, enabled practitioners to work in partnership with parents and carers and visiting children in their homes.

Ofsted Inspected at the beginning of the academic year in October 2021. Our overall outcome was 'Good' and this was graded in all four areas.

Staffing & Training

Sam is our registered Early Years Teacher and oversees the team planning and curriculum. She is trained in Speech & Language, Advanced Child Protection and looks after the new intake. Sam also does the fees, accounts, wages, and the Bristol Standard certificate.

Stacey is our Setting Deputy, our Special Educational Needs Coordinator and has completed Speech and Language training, Advanced Child Protection training, is our Deputy Safeguarding Officer. She has completed the SENCO level 3 award, Leadership & Management certificate and is now on her third year of the Degree in Early childhood studies at Bath Spa University.

Faye is our Designated Safeguarding Lead and has completed Advanced Child Protection training and attends all Local Authority Council Safeguarding meetings. Faye is also trained in speech & language.

Karen & Kelly are our other two key members of the team, who both have many years' experiences in child care and development. Both hold current First Aid, Child protection and speech & language training.

All Key Persons hold a minimum Level 3 qualification in Childcare & Development. Continual Professional Training Courses as recommended by Ofsted are accessed by all Practitioners, allowing them to support each child's individual educational

developmental needs. Feedback from courses for staff's knowledge is supported through regular staff meetings and supervisory meetings.

We said a sad farewell to both Kerry Foskett and Kerry Maker in the last academic year, who were both key workers and had worked here for many years. We wish them both well in their new jobs. We have not replaced them as our existing team increased their hours to cover their days.

Paediatric first aid, Child protection and Food Hygiene courses are also regularly updated by each practitioner.

Whitchurch Under Fives works towards the 'Bristol Standard'. This is an ongoing self-evaluation qualification of the setting as opposed to individual practitioner qualifications. This is verified by Bristol City Council and recognised by Ofsted. Our Full submission passed in March 2023 and we will submit the next submission in March 2024.

Our Safeguarding Officer for the Committee is Amy Tuckwell who has also attended Advanced Child Protection training. Amy is also our Chairperson. Jenni Inman is our treasurer. Bristol City Council allocate every setting with a 'Teaching Support' who visits twice a year.

The accounts have been verified by an independent examiner. The accountants report along with this Pre-school Report will be submitted to the Charity Commission within the next few weeks.

We would like to take this opportunity to thank all Committee members, families and teaching members of staff for their support. Without their continued commitment and dedication towards the welfare of all, Pre-school would not continue to be as successful as we are. We would like to add that without a Committee of Parents, pre-school would not be able to continue to run as a Charity. It is therefore very important we have a current representation of parent members each year.

As Chair I have had both had my children come to Whitchurch Under Fives and they both enjoyed their time here. If you think you could spare an hour each term to be a part of our Committee, please ask how you can join. Committee member Georgia, will be standing down at this AGM – Thank you for your support and to the rest of the Committee for their time and input.

Stand down Geogia Hooper
Welcome Kelly & Carmel
Chair – Amy Tuckwell
Treasurer – Jennifer Inman

Signed Current Chair Date

Signed New Chair Date

WHITCHURCH UNDER FIVES
Treasurers report AGM
01.04.2022 to 31.03.2023

RECEIPTS

Nursery Grant	105,921.48
Fees & Insurance	9,091.70
Uniform	18.00
Misc	605.00
Donation	500.00
Fundraising	1,207.50

TOTAL	<u>117,343.68</u>
--------------	--------------------------

PAYMENTS

Cleaning Materials/Refreshments	1,260.49
Wages	87,776.14
Tax & National Insurance	7,923.26
Pension contributions	4,090.31
Telephone, Lighting & Heating	2,730.08
Repairs & Maint	6,144.26
Insurance	1,414.97
Materials & Equipment	4,311.12
Rates	430.08
Misc	2,102.54
Post	13.30

TOTAL	<u>118,196.55</u>
--------------	--------------------------

Opening Balance	32,074.69
Plus Receipts	117,343.68
Minus Payments	118,196.55

BALANCE	<u>31,221.82</u>
----------------	-------------------------

Independent Examiner's Report to the Trustees of

The Whitchurch under Five's Trust

I report on the accounts of the Trust for the year ended 31 March 2023 which are contained in the treasurers financial reports

Respective responsibilities of Trustees and examiner –

As the charity's trustees you are responsible for preparation of the accounts: you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report -

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement -

In connection with my examination, no matter has come to my attention;

1. Which gives me reasonable cause to believe that in any material respect the requirements
 - To keep accounting records in accordance with section 41 of the Act and
 - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been metOR
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

k edenborough

Kevin Edenborough BA ACA
Chartered Accountant
TC Group
Ground Floor
Wessex House
Pixash Lane
Keynsham
Bristol
BS31 1TP

21st September 2023