

REGISTERED CHARITY NUMBER 1025503

**MAIDEN ERLEGH PRE-SCHOOL
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 AUGUST 2022**

MAIDEN ERLEGH PRE-SCHOOL

**A member of the Pre-school Learning Alliance
Registered Charity No: 1025503
Ofsted Registration No: 148665**

**Maiden Erlegh Pre-School
Our Lady of Peace
338 Wokingham Road
RG6 7DA**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2022

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**MAIDEN ERLEGH PRE-SCHOOL
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2022**

The trustees of Maiden Erlegh Pre-school present their annual report and unaudited accounts for the year ended 31 August 2021 and confirm that they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP 2005.

Management Committee Charity Trustees 2021-2022

Trustee name	Office	Date appointed	Date resigned
Dehth Edwards	Chair (current)	15 November 2021	
Sadia Durrani	Secretary	23 March 2022	
Maria Thurston	Treasurer	17 March 2022	
Merryn Kayani	Payroll liason	15 November 2021	
John Micklewhite	Named Senior Officer for Safeguarding	16 June 2015	
Tetiana Paniot	Fundraiser (resigned)	15 November 2021	31 August 2022
Shilpa Krishnamraju	Fundraiser (resigned)	8 October 2020	15 November 2021
Claire Smith	Chair (resigned)	20 November 2018	8 October 2020
Hemant Khanna	Chair (resigned)	8 October 2020	15 November 2021
Louise Workman	Secretary (resigned)	23 September 2019	8 October 2020
Ashok Negi	Secretary (resigned)	8 October 2020	23 March 2022
David Spedding	Treasurer (resigned)	1 September 2017	17 March 2022
Rachel Carter	Payroll liason	8 October 2020	15 November 2021
Anil Madineni	Payroll Liaison	15 July 2019	8 October 2020

Structure, Governance and Management

Maiden Erlegh Pre-school is a member of the Pre-school Learning Alliance, the largest provider of pre-school education in the country.

We are a small community group managed by parents through a committee, which is elected annually at an Annual General Meeting held in October. Appointed trustees are nominated by outgoing committee members. All trustees give their time freely and receive no remuneration or benefits.

We are governed by a constitution adopted on 14 February 2011 and updated in July 2014.

The committee manages the administration of the Pre-school and employs the staff. Day to day running of the Pre-school is overseen by the manager Claire Bartlett who is accountable to the trustees. Staff are responsible for the children in their care and for the planning and preparation of the educational programme and daily activities, in compliance with The Early Years Foundation Stage (EYFS).

We are registered with Ofsted and are inspected approximately every 3 years by them. No prior notice is given of inspections but parents may be asked for their comments during the inspection and will be able to read a copy of the Inspection Report. We last had a visit from Ofsted in January 2015 and received an overall Good rating.

The Pre-school is a registered charity and conforms to the requirements of the Charity Commission. We are a non-profit making group and aim to provide Pre-school education at a price affordable to the local community.

We are an equal opportunity organisation and are committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or

disability. We will make reasonable adjustments to meet the needs of staff or pupils who are or become disabled.

Our Pre-school is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. The Pre-school has a childcare protection policy which includes carrying out DBS checks for members of staff.

The Pre-school rents the rooms in which it facilitates Early Years education and childcare from Earley Town Council.

Aims and Objectives

Maiden Erlegh Pre-school's key objective is to provide first class early years education to children under statutory school age in the surrounding area.

The group's curriculum provides all children with continuity and progression in pre-school learning through structured play activities, games, creativity and exploration in order to enhance each child's learning in the following areas: personal social and emotional development, communication language and literacy skills, mathematical development, knowledge and understanding of the world, physical and creative development.

We aim:

- to provide learning experiences through a variety of play opportunities;
- to develop social skills such as taking turns, sharing, playing together, respect for other people and property and a sense of right and wrong;
- to encourage children to communicate with other children and adults beyond the home, to develop listening skills and be able to express themselves verbally;
- to encourage children to be happy, independent and confident as part of a group, to have a sense of self worth and pride in their own abilities;
- to encourage children to enjoy books and stories, songs and rhymes;
- to provide mark making opportunities;
- to encourage children to develop number skills, counting, shapes and sizes;
- to encourage children to respect reasonable authority and take instructions;
- to encourage children to have a lively and enquiring mind;
- to encourage children to have an interest in, and understanding of, the world around them, both natural and man made;
- to develop a child's skills in handling tools and materials, e.g. mark making, cutting out;
- to help children learn physical control and coordination;
- to ease the transition of young children from home to school;
- to develop and inspire children's creativity, through exploration of media and materials, music, dance and imaginative play.

We adhere to the aims and objectives of the Pre-school Learning Alliance and support their aim to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

In setting our objectives and planning our activities our committee have given careful consideration to the guidance issued by the Charity Commission on public benefit principles. Trustees' objectives are based on public need in the area of childcare and education. The public benefit of these activities is in the access to affordable, local childcare provision. The committee also provides greater involvement for parents.

Chair Persons Report 2022

The past 12 months started as an extremely difficult and worrying time for the pre-school, after we received news from Maiden Erlegh Trust that we would be given notice to vacate the Silverdale Centre. But thanks to the hard work of the Staff and Committee and many months of liaising with our Early Years team and

Ofsted, we are proud to now have a new home at Our Lady of Peace. I want to say a personal thank you to you all for supporting our move and for bearing with us while we settle into the new location and for being patient while we iron out any teething issues. We have also retained all our existing staff members which I believe has allowed for a smooth transition for the children who have come with us.

We have made many changes already to the setting and have many more planned. We have been given permission by the parish and funding from the council to build an outdoor office in the side garden, which will be built during the first week back after October ½ term. This building will be used as a much needed office for Claire, a private meeting room for parents and staff, it will also include an SEN area. We will be making more improvements to the garden which will include a veg patch, mud kitchen and sand pit, those along with the rubber flooring which is already in place will give the children a second outdoor area to play and explore.

Last year we held several Fundraising activities including treasure hunts, parties, pick-a-present. We hope to run more events throughout this year. We would as always appreciate you supporting these events. We hope to recruit a Fundraising team who can organise these fun events for the children and raise vital funds for the pre-school. There are other ways you can support the pre-school, for example match funding, Amazon Smile and Easyfundraising. All these details can be found on the noticeboard outside the classroom and will be sent out to you all.

Treasurer's Report 2022

Thank you to the staff and committee who have worked tirelessly throughout the past year and made sure the move to the new building happened as smoothly as possible.

Response to the Covid-19 pandemic

The amount spent on PPE in the previous year was significantly higher, but in 2022 as the impact of the Pandemic decreased, the spending on PPE decreased from £456.97 in 2021 to £107.97 in 2022. We expect the PPE expenses to stay at the same low level for the current academic year.

2022 Financial Results (unaudited management accounts)

The Pre-school made a profit of £17,041.11 for the year ended 31 August 2022, this was up from the prior year's loss of (£17,112.65) mainly due to having more fee paying students, higher level of funding from the Government, being able to hold the fundraising activities and receiving a grant of £12,000 from Wokingham Borough Council and Maiden Erlegh School to help with the move to the new location. The staff received another annual wage increase from November 2021, as we look to give the team equitable pay that exceeds the national living wage.

Last year we were focused on trying to find a new premise and ensure the sustainability of the pre-school which was achieved. Getting the support of Maiden Erlegh School and Wokingham Borough Council was important to allow us to purchase and outdoor office with the dedicated space for SEND children (to be installed in November 2022).

2022-2023 Financial Forecast

Due to the move to the new setting, lower number of children and overall inflation our profit for 2023 will be considerably less than in the prior year. To be able to operate at a profit the committee and the staff are working hard to ensure that all available spaces are filled in. The new service of early drop off and late pick up was introduced as a way to make the pre-school financially viable. The uptake for the Autumn term was lower than anticipated. The staff and committee came up with a plan for advertising and promoting the pre-school to prospective parents.

Income from Wokingham Borough Council received for the Autumn Term was higher than the amount of children who currently attend the pre-school, therefore this will taken out of the amount of funding the pre-school will receive for the spring term.

Future levels of funding

Due to the lower number of children at the new setting, the inflation and rising cost of living, which means increased cost of running the pre-school, as well as increased costs for staff holiday pay, we need to be careful to manage the future sustainability of the pre-school, given that other settings in the local area have been forced to close for financial reasons in the past four-five years.

Therefore we must ensure that the pre-school is operating at full capacity and offering the service of early drop off and late collection.

Fundraising higher than it was for 2020/21

The fundraising activities that have taken place this year included the Christmas Fayre, Easter creative competitions and Egg Hunt, Mother's Day and Father's Day Shop, and graduation photographs which in total have raised nearly £1,274, which is an improvement on the total for 2021 of just over £1000. Due to the lower number of children in the new setting we must ensure that the fundraising activities are actively supported as the fundraising income is vital for the future successful operation of the pre-school.

Areas to monitor and investing in the future


The key areas which we will continue to invest in are the wages and training of staff, as our dedicated team are the key resource of the pre-school, we need to make sure we are meeting their expectations and giving them ability to provide a best-in-class preschool provision.

We are also working on creating an exciting outdoor area for children. Children have access to a large patio garden at the moment, but we are currently working on creating the second outdoor area which will have a sandpit, a mud kitchen with a mud pit, a vegetable garden where children will be able to grow vegetables, and flowers and a large rubber matting area for physical activity.

Declaration

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

Signed on behalf of the charity's trustees:


.....
Delyth Edwards - Chairperson

12.6.
.....2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MAIDEN ERLEGH PRE-SCHOOL

I report on the accounts of the Trust for the year ended 31 August 2022 which are set out on pages 7 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Unit 8H Millars Brook
Molly Millars Lane
Wokingham
Berkshire
RG41 2AD

..... 12 JUNE 2023



Pardeep Kakar
KEAL & ASSOCIATES
Chartered Certified Accountants

MAIDEN ERLEGH PRE-SCHOOL
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2022

	Unrestricted	Restricted	Total 2022	Total 2021
Receipts				
Fees and grants	113,536.01	-	113,536.01	104,011.98
Donations and sponsorship	15.70	-	15.70	108.96
Fundraising activities	1,002.13	-	1,002.13	631.00
Photographs	301.50	-	301.50	890.99
Bank interest	9.09	-	9.09	2.34
Other Income	0	-	0	40.00
Moving Premises Grant	12,000.00	-	12,000.00	-
Total receipts	<u>126,864.43</u>	<u>-</u>	<u>126,864.43</u>	<u>105,685.27</u>
Payments				
Staff costs	92,753.90	-	92,753.90	103,013.54
Rent	12,977.50	-	12,977.50	13,619.17
Insurance	516.17	-	516.17	508.93
Materials and equipment	1,006.81	-	1,006.81	2,033.38
Administration	1,288.97	-	1,288.97	1,862.67
Fundraising activities	30.00	-	30.00	215.50
Photographs	50.00	-	50.00	404.49
PPE	107.97	-	107.97	456.97
Staff training	401.00	-	401.00	109.20
Website and publicity	91.00	-	91.00	28.00
Administration Equipment	0	-	0	546.07
Moving costs	600.00	-	600.00	-
Total payments	<u>109,823.32</u>	<u>-</u>	<u>109,823.32</u>	<u>122,797.92</u>
Net receipts/(expenditure)	<u>£17,041.11</u>	<u>-</u>	<u>£109,823.32</u>	<u>(£17,112.65)</u>

MAIDEN ERLEGH PRE-SCHOOL
BALANCE SHEET AT 31 AUGUST 2022

	2022	2021
Current Assets		
Payroll account	2,697.37	8,294.89
Bank current account	68,492.52	41,961.98
Bank deposit account	23,558.98	23,549.89
Petty cash	251.98	774.78
	<u>95,000.85</u>	<u>74,581.54</u>
Current assets		
Amounts recoverable	£ -	£ -
Current liabilities		
Prepaid income	32,585.88	28,775.68
Creditors	-	432.00
	<u>£32,585.88</u>	<u>£29,207.68</u>
Net assets	<u>£62,414.97</u>	<u>£45,373.86</u>
Represented by:-		
Unrestricted funds:		
Accumulated funds brought forward	45,195.23	62,307.88
Excess/(deficit) of receipts over payments	17,041.11	(17,112.65)
	<u>62,236.34</u>	<u>45,195.23</u>
Restricted funds		
Accumulated funds brought forward	178.63	178.63
(Deficit) of receipts over payments	-	-
	<u>178.63</u>	<u>178.63</u>
Total funds	<u>£62,414.97</u>	<u>£45,373.86</u>

The financial statements were approved by the trustees on 12th June 2023 and are signed on their behalf by:



 Maria Thurston - Treasurer

MAIDEN ERLEGH PRE-SCHOOL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022

1. ACCOUNTING POLICIES

Basis of accounting

The accounts have been prepared under the historical cost convention on a going concern basis and in accordance with the Financial Reporting Standards as applicable to charities.

Fixed assets

Purchases of toys and similar items are written off as expenditure as they are considered to have a short working life.

The premises are occupied under a short tenancy agreement and any costs for building improvements are written off as expenditure as they are incurred. In the year Wokingham Borough Council and Maiden Erlegh Trust extended a grant of £12,000 to move the premises to Our Lady of Peace church hall.

2. TRUSTEES' REMUNERATION

No remuneration was paid out of charity funds to the trustees or persons connected to them in this financial year.

3. EMPLOYEE NUMBERS

The average number of persons employed by the school during the year amounted to 6 (2021:7).

4. TAXATION

The charity is exempt from Tax on its charitable activities.