



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name Neston Preschool Playgroup

Other names charity is known by

Registered charity number (if any) 1027309

Charity's principal address Neston Memorial Hall

19 Pool Green, Neston

Corsham, Wiltshire

Postcode SN13 9SN

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	Sharon Peale	Chairperson	01/09/2018 - Present	
2	Debbie Longland	Secretary		
3	Ciara Palmer	Treasurer		
4	Emma Williams	Committee member		
5	Emma Sweet	Committee member		
6	Charlie Pittock	Committee member		
7	Kate Robinson	Committee member		
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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 (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM

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.

The legal structure of Neston Preschool Playgroup is an unincorporated association due to its relatively small assets and liabilities, few staff and members who support what we are trying to achieve as a charity. These members, usually parents, appoint the trustees to help manage the charity for a period of time. The members have no intention of making a profit from the activities of the Preschool and we agree on a governing body, namely the constitution. The governing body chosen by Neston Preschool Playgroup is supported by the Pre-school Learning Alliance and was adopted at a General meeting on 14/01/2011.

Neston Preschool Playgroup is run by a committee of 7 trustees including a management committee, elected at the Annual General Meeting or at later committee meetings. The trustees are recruited based on willingness to put forward their time but also based on particular jobs that need doing and the individuals own knowledge and experience.

The trustess, in the main, are parents of children currently attend the setting or breakfast/after school club. Our committees knowledge and understanding is a true asset.

We continue to pay an accountant and administrator which allows direct contact with parents concerning invoicing etc.

The committee meet on a termly basis to discuss new as well as on-going issues. The Chairperson and Play Leader also meet termly to discuss management issues, usually the week prior to the committee meeting. The Chairperson goes into the preschool at least three times a week and makes herself available to discuss any issues and decisions which need resolving. The Chairperson and Play Leader have regular contact with the accountant and administrator and separate meetings are held with them to discuss financial issues.

The committee employs a Play Leader with responsibility for the setting who is qualified to NVQ Level 3 Childcare, Learning and Development. She has worked at the setting for over 15 years and brings stability in addition to a wealth of experience to the setting. The preschool also employs 2 other permanent members of staff (NVQ Level 3) who are contracted to work a minimum number of hours per week dependent on the number of children at the setting. A Deputy Play Leader was employed in January 2017 to support the Play Leader in the smooth running of the preschool.

Section C

Objectives and activities

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

Neston Preschool Playgroup is a parent-led organisation that is registered with OFSTED (Office for Standards in Education) to provide preschool provision for up to 32 children per session from the village of Neston and the surrounding area.

Our aims are to:

- Provide high quality care and education for children below statutory school age.
- Work in partnership with parents and carers to help children to learn and develop.
- Help to prepare children for school with our 'Shooting Stars' programme.
- Offer stay and play sessions for parents and their children, to allow them a successful settling in process.
- Enrich the life and well-being of the children and involve them in the local community as a whole.
- Offer children and their parents a service that promotes equality and values diversity.

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)

Neston Preschool Playgroup provides a high quality care and education for children below the statutory school age, living in the village of Neston and the surrounding area. As a charity, the trustees ensure that our assets, employees and activities are managed effectively to help achieve our purpose; to enhance the development and education of the children that attend. We ensure that our staff are kept up to date with relevant training, that our planning utilises the resources effectively and reflects the interest of the current children. Neston Preschool Playgroup also offers a breakfast club (from September 2015) for the children who attend Neston Primary School. From January 2017 an After School Club was offered for the children attending Neston Primary School. This valuable new service enables some wrap around care for working parents of children at Primary School.

The Government provides funding for all children from the age of 3 years to attend a preschool setting; our charity allows parents and carers to access this opportunity within their local community. The Government also offers 2 year old funding to parents who meet the criteria for two year funding.

In the village, there is accommodation for Forces Families who, for various reasons, are in need of temporary accommodation. We make available places for children of these families even though they may not be with the Preschool for very long.

We also offer support for families with financial difficulties and given them the opportunity of a high quality childcare provision from as early as 2 years.

As a Preschool, we are a pack-away setting because we utilise the community hall to run our preschool from. As the main user, we help to sustain this community facility.

As a charity, we are able to engage parents and carers in shaping the childcare provision and empower them to become more involved in their child's care and education. We do this in many ways; such as becoming a committee member, taking part in activities and events and volunteering to be parent helper on a rota basis.

All 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.

Summary of the main achievements of the charity during the year

Overall, the Preschool, Breakfast and After School Club have done fantastically this year. The feedback from both the children and parents has been very positive and we have waiting lists for all of our available clubs/sessions.

We are up to date with all of our staff training. Procedures and processes have been continually updated to reflect the difficult year that 2020 has been. We have over the course of Sept 2019 – Aug 2020 employed 3 members of new staff to help cover additional safety requirements in line with Covid-19.

We have managed to remain open to key worker children throughout the 2020 lockdown and we have remained committed to providing high quality childcare to the children coming to our setting. We have managed to continue providing an income to all of our staff throughout this difficult time and our accountant has ensured that we keep enough reserve money in our account should we need to close completely – although, we haven't gotten close to needing to look at this option.

Section E Financial review

Brief statement of the charity's policy on reserves

The overall result for the year was a loss of £3,733.63. Due to Covid-19 we were only open for Key Worker children for 6 months. The outcome could have been much worse and due to the fantastic profit made last year, we are able to re-open in September 2020.

The reserves policy is such that we hold money on deposit to cover;

1. Our liability for Redundancy Payments to staff members as per statutory requirements.
2. Approximately 4 terms of our annual running costs in the event of low numbers.
3. Sufficient funds to cover creditors and expense accruals.

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.

The income gained from fees is not always enough to cover wages and to buy new equipment for the preschool and so we also rely on fundraising events to support this. As a charity we hold events and attend a number of local events where we can fundraise. This year we have raised a total of £1,995.

The ways this money was raised includes;

- Halloween sweet selling
- Christmas market
- Christmas disco
- Local Fete
- Auctioning of a Signed Rugby Shirt
- Neston Ball Donation
- Amazon 'Just Giving' Page
- Firework Stall
- Santa Dash
- Termly Cash Prize
- Dish Washer Selling

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) Sharon Peuple

Full name(s)	Sharon Peaple	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	13/02/2021	

Neston Pre-School Playgroup

FINANCIAL ACTIVITIES

September 2019 – August 2020

INCOME

After School Club	£15,714.13
Breakfast Club	£11,955.29
Charitable Activities	£2,901.64
Childrens Uniform	£74.00
Donations and legacies	£15.00
Emma Leaving Present	-£12.20
Interest Earned	£3.26
Items Returned	£659.17
Preschool Sessions	£3,383.30
Retainer Charge – BC/ASC	£352.40
Sales of Product Income	£0.00
Services	£2,640.90
Termly Cash Prize Cost	£205.00
Walk to School	£1,561.50
Wilts Council Funding	£54,021.65
TOTAL INCOME	£93,475.04

EXPENDITURES

Advertising/Promotional	£1,365.64
Business Cards	£26.39
Christmas Party	£308.00
Computer Costs	£763.07
Corona Credits Issued	£625.47
CRB Checks	£248.00
Funding Overpayment Returned	348.00
Fundraising	£1,363.35
Hall/Church Rental	£1,080.00
Leaving Gifts/AGM	£144.95
OFSTED Registration	£120.00
Outdoor Decorating	£52.16

PAYROLL EXPENSES

Pension	£2,094.58
Taxes	£5,104.49
Wages	£70,741.33
TOTAL PAYROLL EXPENSES	£77,940.40

Phone Costs	£388.62
Purpose Built Building Costs	£480.00
Rent	£9,102.70
Resource Purchases	£1,285.44
Snack	£590.65
Staff Uniform	£340.20
Termly Cash Prize	£80.00
ZooLab	£142.80
TOTAL EXPENDITURE	£97,121.94
NET OPERATING INCOME	-£3,646.90

Financial Review for the year ended 31st August 2020

The beginning of the financial year – 31st August 2019, saw an amazing start. We were nearly at full capacity for Preschool, Breakfast and After School Club and to compensate for the busyness we had employed more staff and we were raring to go. The previous years finances have made the first profit for years had really given the staff and committee a massive boost and moral was high.

We began the year with some amazing fundraising – selling of Halloween sweets, a stall at the local Christmas market and another at the Christmas disco as well as selling drinks/sweets/glitter tattoos at local events. We auctioned a donated signed rugby shirt, we received a donation from another local charity. Things were on a real high and the committee worked incredibly hard, as did our staff. Well Done to everyone!

Unfortunately, at the beginning of 2020, news started to surface regarding a new virus – Covid-19. Spirits started to fall as we watched in horror as the rest of the world went into complete lockdown, our own events were not as busy as the community were being cautious. In March 2020, the worse happened and the United Kingdom entered full lock down. You know how the story goes from here I am sure.

Preschool, Breakfast and After School Club all closed with immediate effect. Neston Preschool remained open for Key Worker children only and we did receive funding from Wilts Council to help cover some costs. All of our staff were very understanding as they were given half contracted hours and pay for the next several months.

Breakfast and After School Club remained closed from March 2020 until September 2020. These clubs are the biggest source of income to Neston Preschool Playgroup.

Our bank account balances have taken a hit – the costs of additional cleaning equipment/resources as well as continuing to honour our commitments to the staff have cost a lot. However, we have made it through the year and have made a loss of £3,773.63. When we consider the length of time we have been closed, the outcome could have been much worse.

We re-open in September 2020 with a smaller amount of Preschool children registered to attend, but numbers for Breakfast and After School Club remain good. We have had to take the step to hire additional staff members for both Breakfast and After School Club to allow for additional cleaning and the keeping of 'bubbles' as much as possible whilst working with school and Preschool children.

Considering the year we have had, I think it positive that we have continued to receive small amounts of monies from the fundraising that we have been able to do (£2,901 was raised). Money was raised using online platforms to run raffles, quizzes etc.

Overall, the Preschool finances are stable, considering. Lets hope for a better Sept 2020 – Aug 2021 year.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

NESTON PRESCHOOL PLAYGROUP

On accounts for the year
ended

31st August 2020

Charity no
(if any)

1027309

Set out on pages

1-2

(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 DD/MM/YYYY.

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

~~[The charity's gross income exceeded £250,000 and I am qualified to
undertake the examination by being a qualified member of [insert name of
applicable listed body]. Delete [] if not applicable.]~~

I have completed my examination. I confirm that no material matters have
come to my attention in connection with the examination (other than that
disclosed below *) which gives me 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.

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

Signed:

Date:

30/7/21

Name:

CARL ZALEN

Relevant professional
qualification(s) or body

ACCA STUDENT

(if any):

Address:

45 Mount Pleasant,
Atworth,
Wilts, SN12 8HA

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.

Nothing to disclose