

SOUTH BRETTON PRESCHOOL

Charity Commission Registered No: 1029295

ANNUAL REPORT AND ACCOUNTS

For the year ended 1st August 2020

SOUTH BRETTON PRESCHOOL

Registered Charity No: 1029295

RECEIPTS AND PAYMENTS FOR THE FINANCIAL YEAR ENDING 1ST AUGUST 2020

	UNRESTRICTED FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>RECEIPTS</u>	£	£
NEF Funding	103,988	103,339
Other Funding	3,612	3,938
Fees	3,662	5,143
Bank Interest	0	0
Other Income	0	1,500
Fund Raising and Donations	84	161
TOTAL RECEIPTS	111,346	114,081
<u>PAYMENTS</u>		
Wages inc Inland Revenue payments	(98,731)	(82,385)
Training Total	(735)	(815)
Other Staff Costs	(660)	(342)
Resources for Children	(3,530)	(9,654)
Resources for Setting	(1,025)	(7,891)
Resources for Outside Area	0	(599)
Food and Drink	(637)	(1,086)
Consumables	(668)	(649)
Premises	(5,894)	(13,809)
Fees and Subscriptionss	(6,037)	(5,918)
Administration	(556)	(239)
Bank Charges	(84)	(78)
Other Costs	(31)	(120)
Fundraising	(32)	(36)
TOTAL PAYMENTS	(118,620)	(123,621)
Net of Receipts/(Payments)	(7,274)	(9,540)
Balance b/fwd	83,383	92,923
Balance c/fwd	76,109	83,383

SOUTH BRETTON PRESCHOOL

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STATEMENT OF ASSETS AND LIABILITIES AS AT 1ST AUGUST 2020

	UNRESTRICTED FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>CASH FUNDS</u>	£	
Lloyds Bank	76,076	83,300
Norwich & Peterborough Building Society	0	0
Petty Cash	3	30
Fees Float	30	53
Total Cash Funds	76,109	83,383
<u>OTHER ASSETS</u>		
None		
	0	0
<u>LIABILITIES</u>		
Independent Examination	60	60
HMRC - PAYE	Note 2 461	0
	521	60

I approve the Receipts and Payments Accounts set out on page 1 and above and confirm that all relevant records and information has been made available for their preparation.

Signed on behalf of the Trustees:


.....

Signature


.....

Name

NOTES

1. No trustees received any remuneration or reimbursements in the period above.
2. PAYE for Period 3 has been paid late and will show in 2020-21 accounts.

**South Bretton Preschool
Trustee Annual Report
For the year ended 1st August 2020**

The trustees present their report and independently examined financial statements for the year ended 1st August 2020.

Reference and Administrative Details:

Registered Name: South Bretton Preschool

Charity No: 1029295

Operational Address: Middleton Primary School
Middleton
South Bretton
Peterborough
PE3 9XJ

Trustees at date of Report:	Chair	Gemma Beebe
	Vice Chair	Katie d'Arcy
	Treasurer	SallyAnn Down
	Others	Deborah Mecham

Bankers: Lloyds Bank Plc

Independent Examiner: Emma Kean
54 Bradwell Road
Peterborough PE3 9PZ

Structure Governance and Management

This is a membership organisation governed by the model Pre-school Learning Alliance Constitution 2011, which was adopted at the Annual General Meeting held on 6th November 2019. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Committee members are appointed / confirmed at the Annual General Meeting. All Committee members give their time on a voluntary basis and receive no remuneration or other benefits.

Objects and Activities

The aims of the Preschool 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.

**South Bretton Preschool
Trustee Annual Report
For the year ended 1st August 2020**

- (b) Encouraging the study of the needs of the 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 Pre-school Learning Alliance.

Public benefit

In setting the objectives and planning the activities of the charity the Trustees have carefully considered the Charity Commission's general guidance on public benefit. All children are eligible for Nursery Education Funding, which is provided by the Local Authority, the term after they become 3 years old. Fees are charged for children who attend between the ages of 2 and 3 but these are kept as low as possible so that our childcare is affordable to all families using our service. We direct our families to other groups in the area to support friendships.

Achievements and Performance

We have a good working relationship With Middleton Primary School in which our setting is based. The Preschool is a member of the Early Years Alliance, and benefits from advice provided by them. As a registered provider of Government Nursery Education funding for 2, 3 and 4 year-old children, we also benefit from support of our local government, not only financially, they help us to maintain educational standards by providing Continuing Professional Development training to all members of staff.

Throughout the year staff attended mandatory First Aid and Safeguarding training, as well as training courses on Music and Phonics, Visual Impairment, Supporting Play, and Development for Children with Complex needs.

Our new deputy manager joined us at the start of the start of the academic year. During Autumn term, we were able to take children and parents to see the Mr Men and Little Miss play with free tickets provided by the local authority. We went on the bus to town, which the children loved almost as much as the play. We also took the children to see the pantomime at the Cresset which the pre-school contributing towards the cost. The committee helped us to run a Christmas Fayre with games and prizes that the children and their parents could do together.

In March we had to close the preschool due to Covid 19. During lockdown we supported children and families by regular contact using Tapestry and welfare phone calls, with particular attention given to families we felt were more vulnerable because of their circumstances. We provided games and ideas of how to keep the children busy, and kept parents informed of any changes to reopening, and what we were planning to do when we could open again. During lockdown, the Deputy Manager completed a Level 2 Mental Health course to help support those who have mental health conditions.

We reopened after lockdown with less children, who had to be kept in bubbles in line with government Covid-19 guidance. As parents normally phone or call into the setting when they walk past to register their children, this impacted the number of children registering for September. Since returning in the Autumn Term, we have made a concentrated effort to keep costs down by reducing

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spending on resources and taking time off when sessions were quieter due to less children, and the preschool is slowly returning to a better financial position.

Reserves

Reserves act as a cushion for any loss of income and unforeseen situations. Reserves have been calculated using the amounts needed to settle any statutory notice periods, redundancy payments plus one month's costs. Throughout the year the balances remained over the reserves level, currently set at £50,231.

Financial Review

As a small charity the statutory reports are prepared on a Receipts and Payments basis. These show a loss of £7,274 over the financial year ended 1st August 2020.

The Trustees are required to prepare financial statements which give a true and fair view of the financial position of the Charity. In preparing these financial statements the Trustees are required to make judgements and estimates that are reasonable and prudent. They are also responsible for safeguarding the assets of the Charity, taking reasonable steps for the prevention and detection of fraud and other irregularities. Tandem Payroll has been appointed as bookkeeper to provide support. The Committee aim to apply all funds received to the charitable objects.

Income received from NEF Funding and fees is a similar amount to last accounts year. Costs have reduced overall. In 2018-19 accounts the toilets were re-furbished and new resources were purchased which accounted for the increase in costs for that year. In 2019-20 there was a significant increase in staff costs (from £82,385 in 2018-19 to £98,731 in 2019-20) following an uplift in salaries and employment of an additional member of staff.

Although the preschool was closed during lockdown and reopened with a very low number of children attending for the rest of the summer term, Early Years still paid the full expected amount of NEF funding. This has helped to safeguard the preschool during a time of increased spending on cleaning and PPE and a lower number of children registering for Autumn term.

The final closing cash balance for the year was £76,109.

This Report has been approved by the Trustees and has been signed on their behalf by:

Signature: Gemma Beebe

Full Name: Gemma Beebe

Date: 19-05-2021

This independent examiners report relates to the accounts of

SOUTH BRETTON PRESCHOOL

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Accounts are prepared for the year ended 1st August 2020

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

Basis of independent examiner's statement

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 gives 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;
- to prepare accounts which accord with the accounting records and 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.

Signed

emma kean

Date

16/01/21

Name

EMMA KEAN ACMA

Address

54 BRADWELL ROAD, PE3 9 PZ