

SOUTH BRETTON PRESCHOOL

Charity Commission Registered No: 1029295

ANNUAL REPORT AND ACCOUNTS

For the year ended 1st August 2021

**South Bretton Preschool
Trustee Annual Report
For the year ended 1st August 2021**

The trustees present their report and independently examined financial statements for the year ended 1st August 2021.

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	Coral Douglas
	Treasurer	Denisa Zenelaj
	Secretary	Amber Gray
	Others	Chloe Fovargue
		Latiffa Venters

Other Trustees who served in the year:	Left 27.01.22	Gemma Beebe
	Left 27.01.22	Katie d'Arcy
	Left 27.01.22	SallyAnn Down
	Left 02.12.21	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.

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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.
- (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

The committee and staff have regard to Charity Commission guidance on public benefit when setting objectives and planning activities. 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

It was a challenging year with Covid-19 continuing to dominate our activities and plans. We followed Covid guidance, ensuring staff were kept up-to-date with changes and introducing regular testing in the form of twice weekly Lateral Flow Tests. We worked with parents, reassuring them that we were doing our best to keep Covid-19 away from the setting and helping them to understand the guidance and rule changes.

We worked hard to give the children as many experiences as possible, in recognition that their lives had changed because of Covid, and they weren't able to do the same things as before.

The children observed caterpillars grow into butterflies, then watched them as they were released and flew away. Instead of a pre-school trip we had ducklings which started as an egg in an incubator, hatched and grew. The children were excited to see if any new ones hatched and loved to watch them swim. They learnt about what the ducklings needed and what they ate, drank and why we needed to keep them warm. We also had a visit from Zoolab who brought in snakes, spiders, a cockroach and a gecko. The children got to touch them whilst learning about where they live and what they eat. The children really enjoyed this experience and most of them were happy to touch the creatures as they were brought round to show them.

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We celebrated Christmas, Mother's Day, Easter, Eid and Chinese New Year. We talked to the children about what is celebrated, any special foods that are eaten and any other special customs that are observed during the celebration. We also joined in with World Book Day, Children In Need and Red Nose Day.

In February we had a student start a placement with us as part of their level 2 in childcare qualification. The children enjoyed spending time with her as she learnt what we do as a pre-school.

Staff have attended many courses during the year. Those that needed to attend mandatory First Aid and Safeguarding training. Other courses completed are New Early Years Framework Introduction, Speech and Language, Tots Talking, Supporting Vulnerable Families, Introduction to Autism and Social Communication Difficulties, Prevent Duty, Designated Lead Practitioner for Safeguarding, EAL workshop, Nasen Level 3 Sendco course.

We also had training provided by the school, as we have a child starting who is deaf and we were taught some basic signs to help us and him to communicate.

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 £43,223.

Financial Review

As a small charity the statutory reports are prepared on a Receipts and Payments basis. These show a loss of £13,227 over the financial year ended 1st August 2021.

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 has increased by £3,161 compared to the previous year but costs reduced by £15,000 overall, with the main saving in staff wages. The preschool staff made a determined effort to contain wage costs during Autumn term 2020 whilst trying to rebuild children numbers impacted by the pandemic.

To help with the financial impact of Covid 19 the preschool successfully applied for a grant from the council for £4000. The council also paid £130 in respect of lost fees when the preschool was closed. The preschool claimed £364 from HMRC in respect of Statutory Sick Pay.

The final closing cash balance for the year was £89,336.

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

Signature:



Full Name:

CORAL DOUGLAS

Date:

27th April 2022

SOUTH BRETTON PRESCHOOL

Registered Charity No: 1029295

RECEIPTS AND PAYMENTS FOR THE FINANCIAL YEAR ENDING 1ST AUGUST 2021

	UNRESTRICTED FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>RECEIPTS</u>	£	£
NEF Funding	108,048	103,988
Other Funding	5,685	3,612
Fees	2,764	3,662
Bank Interest	0	0
Other Income	2	0
Grants	364	0
Fund Raising and Donations	44	84
TOTAL RECEIPTS	116,907	111,346
<u>PAYMENTS</u>		
Wages inc Inland Revenue payments	(86,790)	(98,731)
Training Total	(155)	(735)
Other Staff Costs	(252)	(660)
Resources for Children	(1,369)	(3,530)
Resources for Setting	(721)	(1,025)
Resources for Outside Area	(14)	0
Food and Drink	(673)	(637)
Consumables	(497)	(668)
Premises	(5,872)	(5,894)
Fees and Subscriptionss	(6,615)	(6,037)
Administration	(552)	(556)
Bank Charges	(92)	(84)
Other Costs	(78)	(31)
Fundraising	0	(32)
TOTAL PAYMENTS	(103,680)	(118,620)
Net of Receipts/(Payments)	13,227	(7,274)
Balance b/fwd	76,109	83,383
Balance c/fwd	89,336	76,109

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STATEMENT OF ASSETS AND LIABILITIES AS AT 1ST AUGUST 2021

	UNRESTRICTED FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>CASH FUNDS</u>	£	
Lloyds Bank	89,313	76,076
Norwich & Peterborough Building Society	0	0
Petty Cash	23	3
Fees Float	0	30
Total Cash Funds	89,336	76,109
<u>OTHER ASSETS</u>		
None		
	0	0
<u>LIABILITIES</u>		
Independent Examination	60	60
HMRC - PAYE	0	461
	60	521

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

.....CORAL DAUGLAS
Name

NOTES

1. None of the trustees received remuneration or reimbursements in the period above.

This Independent Examiner's report relates to the accounts of

SOUTH BRETTON PRESCHOOL

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Accounts are prepared for the year ended 1st August 2021

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 27/11/21

Name EMMA KEAN

Address 54 BRADWELL ROAD, PE3 9PZ
