

Charity No: 1031863

**Woodlands Pre-School**

Annual Report and Unaudited Financial Statements

For the Year Ended 31 March 2021

R. A. Jones & Co  
Chartered Accountants  
38 Rumbridge Street  
Totton  
Southampton  
Hampshire  
SO40 9Ds

## **Woodlands Pre-School**

### **Contents**

|                               |     |
|-------------------------------|-----|
| Trustees Report               | 1-2 |
| Independent Examiners Report  | 3   |
| Receipts and Payments Account | 4   |

## **Woodlands Pre-School**

### **Trustees Report for the Year Ended 31 March 2021**

#### **Trust Information**

Charity Name: Woodlands Pre-School (WPS)

Charity No: 1031863

Address: Netley Marsh Community Hall, Woodlands Road, Netley Marsh, Southampton, Hampshire, SO40 7GE

Trustees: Lauren Thain (Appointed 01/10/2020)  
Vicky Cleese (Appointed 25/01/2021)  
Ruth Curtis (Resigned 01/10/2020)

#### **Charity Purposes**

WPS works for the public benefit having as its objective the development and education of children and young people, in particular by:

- promoting their care and safety.
- promoting their education and promoting parental involvement
- promoting their health and wellbeing
- providing services to support them and their families and carers.

#### **Structure and Management**

WPS is an unincorporated organisation established by a trust deed.

The work of the WPS is overseen by a committee of parents and former parents. The management structure consists of two well qualified and experienced managers. Including a well experienced SENCO.

WPS is a member of The Early Years Alliance and works regularly with a number of professionals, namely an Early Years Inclusion Advisor and the Local Inclusion Forum Team (consisting of Specialist Teachers, Health Visitors and Social Services representatives). We also attend Early Years Network, Safeguarding, SENCO and Briefing Sessions hosted by SFYC.

New Trustees may be nominated and appointed by current trustees. Trustees complete DBS checks in line with statutory requirements. Trustees meet regularly and work collaboratively on all aspects of the role. Induction and training take place as part of regular meetings

#### **Activities and Objectives in the Year**

Our main activity is to deliver, within our fully inclusive setting for 2–5 year olds, the Early Years Foundation Stage. To do this we employ childcare managers and practitioners who undertake joint daily discussions of activities to meet the needs and interests of the children attending our setting. We deploy a key person approach to ensure that the progress and well-being of all individual children is constantly monitored using online Tapestry and feeds into future planning. We ensure that our staff are well trained and hence able to successfully meet the needs of the children in our care. We promote the importance of the learning environment inside and outside to include our Allotment area also the adjoining field. We endeavour to make this as stimulating as possible. We listen to the views of children, parents and staff and use this feedback to enhance our setting. We accurately assess our children and provide this information to SFYC and local schools as

requested. We develop positive relationships with parents and carers and invite them into our setting as observers or helpers. We value all children as individuals and celebrate Britain's diversity of culture of ethnicity. We help the children in our care to be happy and healthy. We have policies and procedures in place for all aspects of safeguarding, child protection, Risk assessments and health and safety, and we use staff training days and meetings to ensure all staff are fluent in these. We follow the recommendations offered by SFYC specialists and the guidance available from the Pre-School Learning Alliance.

### **Achievements and performance**

The Preschool has had a reasonable start into finding a new normal way of working post COVID19 lockdown. Our fundraising events have taken place in different form this year allowing for social distancing measures to take place. We plan to increase our fundraising even more throughout the next academic year to increase our financial stability

We continue to complete audits and review policies annually, in line with recommendations of the Early Years Alliance. We have established a new proactive committee of dedicated volunteers who work closely together with the staff to ensure that the children in our care receive a balanced experience.

The preschool has employed a new manager to take over from the existing manager of 25 years at the end of the school year. The new manager is working in a training role so they are fully informed prior to their post commencing.

The preschool has also reached out to the local college to accept apprentices and hopefully encourage more people into the preschool environment, WPS currently have our first young male apprentice we have welcomed.

The preschool received a grant from a large car corporation last year and we have been lucky enough to purchase and build an outdoor classroom in our allotment area. The children love having a new area to explore and this enhances our outdoor learning ethos.

### **Financial Review**

The year under review saw a small increase in income from £91,147 to £92,353 and income exceeded expenditure by £15,904 (2019 – expenditure exceeded income by £2,999). The effect of Covid-19 however means that the two years results are not directly comparable. Nevertheless, the charity's finances continue to be sound with more than adequate reserves to meet current and foreseeable expenditure even during the ongoing pandemic.

The main expense is staff costs and WPS has sufficient reserves to cover these costs for at least six months in the absence of any income without external support.

### **Declaration**

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

Signed on behalf of the charity's trustees on 27 January 2022.



Lauren Thain - Chairperson

**Independent Examiners Report to the Trustees Of Woodlands Pre-School For The Year  
Ended 31 March 2021**

**Charity No: 1031863**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021 as set out on page 4.

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the 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

Signed: .....

Date: 27 January 2022

Name: Roy Jones FCA

Qualification: Chartered Accountant (ICAEW)



**Woodlands Pre-School**  
**(Charity Number 1031863)**

**Receipts and Payments Account for Year Ended 31 March 2021**

**RECEIPTS AND PAYMENTS**

|   | <u>2021</u>          | <u>2020</u>          |
|---|----------------------|----------------------|
|   | £                    | £                    |
| Receipts  |                      |                      |
| Registration Fees                               | 600                  | 275                  |
| Fees  | 10,812               | 16,734               |
| Local Authority Funding                         | 71,639               | 70,167               |
| Covid Grants                                    | 5,761                | 0                    |
| Fundraising Income                              | 134                  | 2,757                |
| Donations and Grants                            | 2,923                | 700                  |
| Clothing Sales                                  | 300                  | 209                  |
| Trips and Parties                               | 160                  | 0                    |
| Supplier Refunds                                | 0                    | 214                  |
| Bank deposit Interest                           | 24                   | 91                   |
| Total Income for the year                       | <u>92,353</u>        | <u>91,147</u>        |
| Payments  |                      |                      |
| Provisions                                      | 867                  | 471                  |
| Staff Salaries and Employers National Insurance | 68,070               | 77,640               |
| Staff Pensions                                  | 1,771                | 1,952                |
| Staff Training                                  | 0                    | 653                  |
| Hall Hire                                       | 1,960                | 6,041                |
| Cash Expenses                                   | 0                    | 0                    |
| Fundraising Expenses                            | 0                    | 812                  |
| Clothing Purchases                              | 402                  | 429                  |
| Trips and Parties                               | 0                    | 220                  |
| Telephone and Internet Costs                    | 482                  | 787                  |
| Software costs                                  | 817                  | 733                  |
| Stationery                                      | 210                  | 213                  |
| Art and Toys                                    | 392                  | 99                   |
| Insurance                                       | 0                    | 2,146                |
| Subscriptions and Registrations                 | 329                  | 262                  |
| Presents  | 641                  | 102                  |
| Allotment Costs (Green Grant)                   | 0                    | 271                  |
| Winter Grants                                   | 148                  | 0                    |
| Fees Refunds                                    | 96                   | 37                   |
| Equipment and Storage                           | 264                  | 1,278                |
| Total Expenditure for the year                  | <u>76,449</u>        | <u>94,146</u>        |
| Net Income / (Expenditure) for the year         | <u>15,904</u>        | <u>(2,999)</u>       |
| Bank balances brought forward                   | 55,313               | 58,312               |
| Bank balances carried forward                   | <u><u>71,217</u></u> | <u><u>55,313</u></u> |

**ASSETS AND LIABILITIES**

Cash Funds:

Bank Balances as above 71,217

Assets retained for the charity's own use - Toys and Equipment

Liabilities - Accountancy Fees

**TRUSTEES APPROVAL**

Approved by the trustees on 27 January 2022 and signed on their behalf by:



Mrs L. Thain - Trustee