

# ST JOSEPHS PRE-SCHOOL (BRISTOL)

England & Wales · Charity number 1032557

## Details

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Other names	ST JOSEPHS PLAYGROUP, ST JOSEPHS PLAYGROUP (BRISTOL)
Status	Registered
Legal form	Other
Registered	1994-02-23
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Argyle Morley UR Church Whitefield Road Bristol BS5 7TZ
Phone	07495624643
Email	<a href="mailto:stjoespreschool234@gmail.com">stjoespreschool234@gmail.com</a>
Website	<a href="http://www.stjoespreschool.co.uk">www.stjoespreschool.co.uk</a>

## Activities

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**Objects:** THE AIMS OF THE PRE-SCHOOL 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 SUCH 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.

**Activities:** Provides nursery education and care for children from age 2 to 4 1/2 as well as running other services to support families with young children living in the area.

## Classification

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- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People, The General Public/mankind

## Geography

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- Bristol City

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-08-31	£296,263	£293,298	-	-
2023-08-31	£238,942	£293,948	-	-
2022-08-31	£277,254	£249,106	-	-
2021-08-31	£201,374	£210,007	-	-
2020-08-31	£206,120	£243,397	-	-

## Trustees

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Name	Role	Appointed
Catherine Margaret Williamson		2019-01-16
Ciya Cakar		2025-05-15
Deborah White		2022-02-03
Emma Louise Green		2023-11-13
Helen Frances Sproates-Davis		2023-11-13

**ST JOSEPHS PRE-SCHOOL (BRISTOL)**

England & Wales - Charity number 1032557

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# Accounts

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**ST JOSEPH'S PRE-SCHOOL (Bristol)**

**ACCOUNTS**

**YEAR ENDED 31 AUGUST 2024**

**Registered Charity Number 1032557**

**ST JOSEPH'S PRE-SCHOOL (Bristol)**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 AUGUST 2024**

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**ST JOSEPH'S PRE-SCHOOL (Bristol)**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**YEAR ENDED 31 AUGUST 2024**

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**Full Name:** St Joseph's Pre-School (Bristol)

**Registered Charity Number** 1032557

**Address:** Argyle Morley URC  
Whitefield Road  
Bristol  
BS5 7TZ

**Trustees:**

Michelle George	Chair
Emma Green	Treasurer appointed Nov 2023
Deborah White	Vice Chair/Secretary
Kay Mealing	
Fabiana Martins	
Helen Sproates- Davis	appointed Nov 2023
Joanne Duffy	appointed Nov 2023

Cathy Williamson

**Independent Examiner:** Azhar Muhammad  
WG associates one LTD  
Avondale Business centre  
Woodland way  
Bristol  
BS15 1AW

**Bankers:** Cooperative Bank  
1 Balloon Street  
Manchester M4 4BE

## **ST JOSEPH'S PRE-SCHOOL (Bristol)**

### **TRUSTEES REPORT**

**YEAR ENDED 31 AUGUST 2024**

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The Trustees present their report and accounts for the year ended 31st August 2024.

#### **Structure, Governance and Management**

St Joseph's Pre-School (Bristol) is an Unincorporated Charity, registered with the Charity Commission and governed according to its constitution, adopted 11th October 2011. The charity was established to take forward the work of St Joseph's Pre-school, charity number 1032557.

St Joseph's Pre-school is a member of the Early Years Alliance and follows their guidance with regards to key policy documents and procedures. We are also a member of Bristol and Neighbourhood Daycare (BAND).and receive guidance and support from them also, as well as the LEA Teacher Advisory Service.

The pre-school is registered with Ofsted and meets all statutory and regulatory requirements for the provision of day care for under five year olds.

The Committee and Trustees are elected annually at the AGM and is largely made up of parent/carers who use the services we provide. The trustees give their time voluntarily to support the pre-school.

We follow the Early Years Alliance Model Constitution (2011) and are classed as an Unincorporated Association.

#### **Members and Trustees**

The overall management and control of the Pre-school will rest with the individual members of the Pre-school's management committee ("the Committee"). As well as being responsible for the management of the Pre-school the Committee members are also the charity trustees of the Pre-school. The affairs of the charity are managed on a day to day basis by the trustees, who may exercise all the powers of the Committee. The trustees who served during the year are shown on page 2 of this report.

#### **Appointment of Trustees**

All Members shall be eligible to stand for election to the Committee, except ordinarily a Member who is a paid employee of the Pre-school. A Member who is a paid employee of the Pre-school may however be eligible for election to the Committee subject to certain conditions being satisfied. The Committee are appointed/elected annually at the AGM.

#### **Public benefit**

In shaping the objectives for the year and planning activities, the trustees have considered the Charity commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

## **ST JOSEPH'S PRE-SCHOOL (Bristol)**

### **TRUSTEES REPORT**

**YEAR ENDED 31 AUGUST 2024**

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#### **OBJECTIVES**

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 and by 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; Providing pre-school education and care for children from 2 <sup>3</sup>/<sub>4</sub> to 4 <sup>3</sup>/<sub>4</sub> years old according to the requirements of the Early Years Foundation Stage.

Encouraging parental participation to enhance and support both the development of their children and of themselves.

Providing other services for parents/families such as 'drop-in' sessions, parent workshops, and family learning events.

#### **ACTIVITIES and PERFORMANCE**

We continue to offer high quality early years education for the local community to access. This last year has been hugely impacted by the notice given to us to leave our current premises by July 2024. Despite this, we continued to see high numbers of children demanding places, with most 3–4-year-old places full by December and very limited space in the 2-Year-Old Room This served to boost our resolve to find new premises within the area we already operating in as we did not want to let families down.

So, we continued to provide care and education to under 5yr olds serving almost seventy families in the local community. The repercussions of the Pandemic have been ongoing and made the role of early years settings even more important. Adapting and changing to support this new generation of children and their needs has remained paramount.

Staffing numbers were naturally affected by the uncertainty we were faced with, but we have still been able to continue providing the good service we aimed to and many staff remained loyal to this too.

We have continued with various in house and external training. Staff are always keen and willing to continue doing these courses so that they can all keep up to date with the ever-increasing changes in childcare. We have 2 volunteers who help out over the week, and also support work experience students throughout the year.

Supporting more children with SEN is still the norm and we like to think that we do this particularly well, even though this work is severely underfunded.

## **ST JOSEPH'S PRE-SCHOOL (Bristol)**

### **TRUSTEES REPORT**

#### **YEAR ENDED 31 AUGUST 2024**

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Finances have remained tight as both the energy increases, and cost of living crisis have affected us too. The continued increases in the living wage have also had a big impact but we have been very grateful that the staff team have been understanding and patient, and enabled us to avoid the recruitment crisis that has hit many other settings.

As a not-for-profit run group who try to keep fees as low as possible, we really do look to parents and friends to support us. Our current committee have worked extra hard to try and support the Pre-school and staff too have gone above and beyond in supporting the children and their families. This year the fundraising events have been less rigorous due the distraction of the impending relocation. But our Go Fund Me page still raised over £2300 and other events such as our an Spring Fair, the Christmas Raffle, visits from the Photographer, and many smaller ventures still raised valuable funds. The events were fun and well supported. New ideas and support with fundraising are always welcome as other running costs for the pre-school continue to soar. Thank you to everyone who continues to support us so generously!

After the most stressful and worrying year (even than during COVID) it goes without saying that there are lots of people to which we owe our thanks. Firstly, a big thankyou to all the staff for all their hard work and dedication that they put into the Pre-school and all the hours of their own time that they continue to put in to make it run smoothly. This includes the extra hours that they put in to sort, clear, pack-up, and move all our resources and equipment. Secondly, thank you to our Volunteers for their dedication and enthusiasm for helping at St Joseph's and thank you especially to all the Committee members who have served us so gallantly over the last few years. For making more than your average important decisions, for all the advice, expertise, time, and energy they have given over this time, and for seeing us through!

We really would like to encourage and welcome others to think about joining the committee and giving a bit back to our lovely Community run pre-school! We say this every year but, St Joseph's Pre-school has been built on the foundation of good parental involvement and we really hope to continue to build on these links in the future. You can become part of the Pre-school by joining the Committee tonight; you will soon see the benefits that may be here for you too and most importantly for your children! We are obviously venturing into new territory this year as we settle into our new home. We especially thank the wonderful community at Argyle Morley UR Church for making us so welcome and allowing us into their home.

As well as the things that have taken place over the last year. we'd like to add a few comments about some of our other ongoing achievements, before looking at some of our plans for the future, and our current target areas for improvement.

We were again awarded the 'Bristol Standard' – a local, turned National Accreditation scheme which places a high importance on ongoing self-evaluation and reflective practice. (We have

## **ST JOSEPH'S PRE-SCHOOL (Bristol)**

### **TRUSTEES REPORT**

#### **YEAR ENDED 31 AUGUST 2024**

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achieved this every year since its inception in 1997!) Of course, we also had that long-awaited visit from Ofsted in June, from whom we continued to receive a 'Good' report. No mean feat in the circumstances we were in!

Continuing to build our links with parents, to improve the learning opportunities for the children and in particular, to celebrate the learning that goes on both here and at home remains a high priority. Parental participation in children's learning underlies our core principles as a community run group. Tapestry remains a great tool in helping us to do this and we love to see parents accessing it and even adding their own observations. We have continued to create more opportunities for parents to engage in activities at the setting, especially our 'stay and play' sessions when parents can stay and join in with some themed activities with their child at the start of the day. Forest School sessions have been harder to manage due to continued wet weather and the increase in numbers making it harder to stay in ratio if we take children out. But now that the access to the woods is so much closer, we hope to make it a more regular feature of our week. We really do need some parental help to keep it happening too so if you want to find out more about helping at Forest School then speak to the Manager anytime!

#### **FUTURE PLANS**

Other targets also include continuing to support our ever-growing number of children and families with English as an additional language, SEND, and all who are experiencing hardship.

A key target that had been put on hold was to completely revamp our Outdoor Area. This has now become a big focus again as we have a much bigger space to use. More creative and out of the box thinking is required for this though, as it is also a dual use space and is a car park at the start and end of the day

Above all, we remain committed to our community run ethos. As a not-for-profit group we do feel we offer good value for money and will continue to try and meet the needs of local parents by offering an affordable and flexible service. New ideas for fundraising are always welcome as is any business support, experience or even sponsorship that anyone can offer. If you have any ideas or comments to make on what you would like us to provide, please do use the comments box or speak to a member of the management team. We hope you will continue to support us too with our fundraising efforts, our hunt for a new 'Forever home' and as we constantly strive to improve the services we provide for you and your children. Thank you.

We will continue to build on the production of the trustees to ensure we are supporting the aims of the charity. With the expansion of funded hours for two-year-olds we are looking to recruit more staff to enable us to be able to provide more opportunities for children to attend.

## **ST JOSEPH'S PRE-SCHOOL (Bristol)**

### **TRUSTEES REPORT**

**YEAR ENDED 31 AUGUST 2024**

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#### **Reserves Policy and Risk Management**

The trustees recognise the need to keep reserves at a level which will give the organisation stability to enable it to continue to operate in the future. However, a large part of our reserves were used to sustain the pre-school during COVID and we are currently having to keep spending to a minimum in order to replenish these to cover us for any future unforeseen circumstances.

The actual level of reserves will be periodically reviewed and adjusted based on circumstances at that time. The trustees have now examined the major risks to which the charity is exposed and systems will continue to be established to mitigate those risks.

#### **Going concern**

The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the organisation for the foreseeable future. The trustees are therefore of the view that the charity is a going concern.

#### **Related parties**

The trustees consider that there are no related parties to the charity

**ST JOSEPH'S PRE-SCHOOL (Bristol)**

**TRUSTEES REPORT**

**YEAR ENDED 31 AUGUST 2024**

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**Independent Examiners**

Azhar Muhammad was appointed as the charity's independent examiner during the year. Azhar Muhammad is a member of Institute of Financial Accountants

**Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and enable the trustees to prepare financial statements for each financial year. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

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

Approved by the trustees and signed on their behalf by:

Michelle George and Deborah White

*M. George*

*D. White*

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## ST JOSEPH'S PRE-SCHOOL (Bristol)

### INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES

YEAR ENDED 31 AUGUST 2024

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Independent examiner's report to the trustees of St Joseph's Pre-School

I report to the charity trustees on my examination of the accounts of the Association for the year ended 31st August 2024.

#### **Responsibilities and basis of report**

As the charity 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 charity'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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of *The Association of Accounting Technicians*, which is one of the listed bodies.

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

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do 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:

*azhar khan*

**ST JOSEPH'S PRE-SCHOOL (Bristol)****STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)****YEAR ENDED 31 AUGUST 2024**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2024</b>	<b>Total Funds 2023</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income and Endowments from:</b>					
Donations and Legacies	<b>3</b>	4941	-	4941	1773
Charitable Activities	<b>4</b>	274322	-	274322	237169
Investment Income/Loans	<b>5</b>	17000	-	17000	
<b>Total</b>		<b>296263</b>	<b>-</b>	<b>296263</b>	<b>238942</b>
<b>Expenditure on:</b>					
Charitable Activities	<b>6</b>	276298	-	276298	293948
Other (Short Term Loan repayed)	<b>7</b>	17000	-	17000	
<b>Total</b>		<b>293298</b>	<b>-</b>	<b>293298</b>	<b>293948</b>
<b>Net incoming resources</b>		<b>2965</b>	<b>-</b>	<b>2965</b>	<b>(55006)</b>
<b>Total funds at 31 August 2023</b>		<b>(4342)</b>	<b>-</b>	<b>(4342)</b>	<b>50664</b>
<b>Total funds at 31 August 2024</b>	<b>16</b>	<b>(1377)</b>	<b>-</b>	<b>(1377)</b>	<b>(4342)</b>

All of the activities of the charity are classed as continuing

The notes on pages 10 to 14 form part of these financial statements

As required by paragraph 4.67 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

\*Details of the allocation of 2023 total funds between unrestricted and restricted are shown in note 18

# ST JOSEPH'S PRE-SCHOOL (Bristol)

## BALANCE SHEET

YEAR ENDED 31 AUGUST 2024

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	Note	2024 £	2023 £
<b>Tangible fixed assets</b>	9		-
<b>Current assets</b>			
Debtors	14	3294	-
Cash at bank		31780	(4342)
Cash in hand		-	-
		<hr/>	<hr/>
		35078	(4342)
<b>Creditors: Amounts falling due within one year</b>	15	(36451)	-
Net current assets or liabilities		<hr/>	<hr/>
		(1377)	(4342)
<b>Total net assets or liabilities</b>	16		<hr/> <hr/>
			(1377) (4342)
<b>The Funds of the Charity</b>			
Unrestricted funds		(1377)	(4342)
			<hr/> <hr/>
			(1377) (4342)

These financial statements were approved by the trustees on 13/11/2024 and are signed

On their behalf by:

*M. George*  
Michelle George

*D. White*  
Debbie White

The notes on pages 11 to 15 form part of these financial statements

## ST JOSEPH'S PRE-SCHOOL (Bristol)

### NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

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#### 1 Basis of Preparation

- a) These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective from 1 January 2019) - (Charities SORP(FRS 102)) and with the Charities Act 2011.

- b) The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.
- c) The charity constitutes a public benefit entity as defined by FRS 102.

#### 2 Accounting policies

- a) Income from donations is included in income when these are receivable, except as follows:
- i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
  - ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.
- b) Expenditure is recognised in the period in which they are incurred. Expenditure includes attributable VAT which cannot be recovered.
- c) Most expenditure is directly attributable to specific activities, and has been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- d) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- e) Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- f) Individual assets are capitalised at cost. Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

Leasehold improvements over 10 years straight line

- g) The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the Association did not have any outstanding guarantees to third parties nor any debts secured on assets of the Association.
- h) The Association only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value
- i) The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the period.

# ST JOSEPH'S PRE-SCHOOL (Bristol)

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

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### Income and Endowments From:

#### 3 Donations and legacies

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Donations and Fundraising	4941	-	4941	1773
	-	-	-	-
<b>Total</b>	<b>4941</b>	<b>-</b>	<b>4941</b>	<b>1773</b>

Donations and legacies prior year - all unrestricted

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Government funding (NEG +SEN)	240070	-	240070	213399
Additional Fees for extra hours	25662	-	25662	19497
Refunds and other charges	1890	-	1890	4273
<b>Total</b>	<b>267622</b>	<b>-</b>	<b>267622</b>	<b>237169</b>

Charitable activities prior year - all unrestricted

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Loans	17000	-	17000	-
Investment Income	-	-	-	-
<b>Total</b>	<b>17000</b>	<b>-</b>	<b>17000</b>	<b>-</b>

Investment income prior year - all unrestricted

**The charity receives government funding. The total value of such funding in the period ending 31 August 2024 was £240070 (2023: £213399). There was no unfulfilled conditions or contingencies attaching to these grants in the year ending 31 August 2024**

# ST JOSEPH'S PRE-SCHOOL (Bristol)

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

### Expenditure On:

#### 6 Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Salaries and bank staff inc Pension	241287	-	241287	249873
Inland Revenue	20036	-	20036	21677
Premises (rent)	10968	-	10968	12205
Play Equipment	156	-	156	1716
Food + Drink + Entertainment	-	-	-	529
Telephone/Internet	635	-	635	640
Uniform and Office Equipment	459	-	459	1287
Insurance	-	-	-	2302
Repairs/Maintenance/Cleaning	1147	-	1147	1802
Memberships + subscriptions	135	-	135	425
Admin/Office costs/Postage	-	-	-	230
Accountancy + Banking charges	126	-	126	93
BCC Bins	165	-	165	227
Staff Training/DBS	1184	-	1184	941
Short term loan repayment	17000	-	17000	-
<b>Total</b>	<b>293298</b>	<b>-</b>	<b>293298</b>	<b>293948</b>

Charitable activities prior year - all unrestricted

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Short Term Loan Repayments	17000	-	17000	-
Independent Examination		-		-
<b>Total</b>	<b>17000</b>	<b>-</b>	<b>17000</b>	<b>-</b>

Other prior year – all unrestricted

#### 8 Net income resources for the year

This is stated after charging:	2024 £	2023 £
Independent Examination Fee	-	86

## ST JOSEPH'S PRE-SCHOOL (Bristol)

### NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

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#### 9 Tangible fixed assets

None

#### 10 Staff costs and numbers

The aggregate payroll costs were:

	2024	2023
	£	£
Wages and Salaries	229141	238275
Social Security Costs	20036	21677
Pension Costs	12146	11598
	<u>261323</u>	<u>271532</u>

No employees received emoluments of more than £60,000.

The average monthly head count was 15 staff (2023: 17)

The key management personnel of the charity comprise the board of trustees (the committee), the Centre Manager, Pre-school Manager, and two Senior EY Educators. The total employee benefits of key management personnel during the year total £74416 (2023 £84845)

#### 11 Taxation

The charity is exempt from corporation tax on its charitable activities

#### 12 Trustee expenses

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2023: £nil) neither were they reimbursed expenses during the year (2023: £nil). No charity trustee received payment for professional or other services supplied to the charity (2023 £nil).

#### 13 Related Party Transactions

There were no other related party transactions during the year (2023: £nil)

#### 14 Debtors

	2024	2023
	£	£
Outstanding Fees	1669	0
Rent paid in advance for September	<u>1625</u>	<u>0</u>
	<u>3294</u>	<u>0</u>

# ST JOSEPH'S PRE-SCHOOL (Bristol)

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

### 15 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	-	-
NEG Fees paid in advance	36451	-
Accruals	-	-
	<u>36451</u>	<u>-</u>

### 16 Movement in funds

	At 01-Sept 2023 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31-Aug 2024 £
<b>Unrestricted funds</b>					
General funds	(4342)	296263	(293298)	-	(1377)
<b>Total funds</b>	<u>(4342)</u>	<u>296263</u>	<u>(293298)</u>		<u>(1377)</u>

### 17 Analysis of net assets between funds

	General Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	-		
Cash at Bank and in Hand	31780		31780
Other Net Current Assets/(Liabilities)	(33157)		(33157)
<b>Total</b>	<u>(1377)</u>		<u>(1377)</u>

### 18 Analysis of charitable funds – previous year, as required by paragraph 4.2. of the SORP

	General Funds £	Restricted Funds £	Total Funds £
<b>Income and Endowments from:</b>			
Donations and Legacies	1773	-	1773
Charitable Activities	237169	-	237169
Investment Income	0	-	0
<b>Total</b>	<u>238942</u>	<u>0</u>	<u>238942</u>
<b>Expenditure On:</b>			
Charitable activities	293948	-	293948
Other	-	-	-
<b>Total resources expended</b>	<u>293948</u>		<u>293948</u>
<b>Net income/(expenditure)</b>	(55006)	-	(55006)
Total funds brought forward	50664	-	50664
<b>Total funds carried forward</b>	<u>(4342)</u>	<u>-</u>	<u>(4342)</u>

**ST JOSEPHS PRE-SCHOOL (BRISTOL)**

England & Wales - Charity number 1032557

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# Accounts

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# Trustees' Annual Report for the period

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
<b>From</b>	1 <sup>st</sup>	Sept	2022	<b>To</b>	31 <sup>st</sup>	Aug	2023

## Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

St Joseph's Church Hall
Forest Road, Fishponds
Bristol
<b>Postcode</b> <input type="text" value="BS16 3QT"/>

### 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	Michelle George	Chair		Committee
2	Debbie White	Secretary		Committee
3	Rowena Sutcliffe	Treasurer		Committee
4	Deanna Hall			Committee
5	Foos Ahmed			Committee
6	Cathy Williamson			Committee
7	Kay Mealing			Committee
8	Kate Hardcastle			Committee
9	Fabiana Martins			Committee
10				

### 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 advisor	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

Centre Manager – Mrs Cathy Williamson, Pre-school Manager – Mrs Sheila Hastings

## 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)	Association
Trustee selection methods (eg. appointed by, elected by)	Election 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.

St Joseph's Pre-school is a member of the Early Years Alliance and follows their guidance with regards to key policy documents and procedures. We are also a member of Bristol and Neighbourhood Daycare (BAND) and receive guidance and support from them also, as well as the LEA Teacher Advisory Service.

The pre-school is registered with Ofsted and meets all statutory and regulatory requirements for the provision of day care for under five year olds.

The Committee and Trustees are elected annually and is largely made up of parent/carers who use the services we provide. The trustees give their time voluntarily to support the pre-school.

## Objectives and activities

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

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 and by 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;

**Summary of the main activities undertaken for the public benefit in relation to these objects**

Providing pre-school education and care for children from 2 ¾ to 4 ¾ years old according to the requirements of the Early Years Foundation Stage.  
Encouraging parental participation to enhance and support both the development of their children and of themselves.  
Providing other services for parents/families such as 'drop-in' sessions, parent workshops, and family learning events.

**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

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

This last year has continued to see numbers high with most 3–4-year-old places full by December and very limited space in the 2-Year-Old Room (Though, this naturally fluctuates throughout the year).

We continued to provide care and education to under 5yr olds serving almost seventy families in the local community. The repercussions of the Pandemic have made the role of early years settings even more important, and adapting and changing to support this new generation of children and their needs has been paramount.

Staffing members have remained consistent, and we have also taken on some new staff, initially to help support the growing number of children with additional needs who now attend the pre-school. The staff have continued with various in house and external training. They are always keen and willing to continue doing these courses so that they can all keep up to date with the ever-increasing changes in childcare. We also have 3 volunteers who help out over the week, and also support work experience students throughout the year.

Supporting more children with SEN has become the norm and we like to think that we do this particularly well, even though this work is severely underfunded.

Finances have remained tight as both the energy increases, and cost of living crisis have affected us too. The increases in the living wage have also had a big impact but we have used this impetuous to restructure our pay scale into a fairer and more quality led system that has strengthened the staff team and enabled us to avoid the recruitment crisis that has hit many other settings.

## Achievements and performance

As a not-for-profit run group who try to keep fees as low as possible, we really do look to parents and friends to support us. Our current committee have worked extra hard to try and support the Pre-school and staff too have gone above and beyond in supporting the children and their families. This year the committee and staff have run several events including an Autumn Fair, the Christmas Raffle, visits from the Photographer, an Easter Egg Hunt and Raffle, and many smaller ventures. The events were fun and well supported. New ideas and support with fundraising are always welcome as other running costs for the pre-school continue to soar. Thank you to everyone who continues to support us so generously!

We would like to say a few thank-you's. Firstly, a big thankyou to all the staff for all their hard work and dedication that they put into the Pre-school and all the hours of their own time that they continue to put in to make it run smoothly. Secondly, thank you to our Volunteers for their dedication and enthusiasm for helping at St Joseph's and thank you especially to all the Committee members who have served us so gallantly over the last few years. For making more than your average important decisions, for all the advice, expertise, time, and energy they have given over this time, and for seeing us through!

We really would like to encourage and welcome others to think about joining the committee and giving a bit back to our lovely Community run pre-school! We say this every year but, St Joseph's Pre-school has been built on the foundation of good parental involvement and we really hope to continue to build on these links in the future. You can become part of the Pre-school by joining the Committee tonight; you will soon see the benefits that may be here for you too and most importantly for your children! We are obviously venturing into new territory this year with a move to, hopefully, our new 'forever' home.

As well as the things that have taken place over the last year. we'd like to add a few comments about some of our other ongoing achievements, before looking at some of our plans for the future, and our current target areas for improvement.

We were again awarded the 'Bristol Standard' – a local, turned National Accreditation scheme which places a high importance on ongoing self-evaluation and reflective practice. (We have achieved this every year since its inception in 1997!) And, of course, we are still waiting on our next visit from Ofsted which is now well overdue!

Continuing to build stronger links with parents to improve the learning opportunities for the children and in particular, to celebrate the learning that goes on both here and at home remains a high priority. Parental participation in children's learning underlies our core principles as a community run group. Tapestry has been a great tool in helping us to do this and we love to see parents accessing it and even adding their own observations. We have continued to create more opportunities for parents to engage in activities at the setting, especially our 'stay and play' sessions when parents can stay and join in with some themed activities with their child at the start of the day. Forest School sessions have been trickier to run due to the unprecedented wet weather and the increase in

## Achievements and performance

numbers making it harder to stay in ratio if we take children out. We really do need some parental help to keep it happening too so if you want to find out more about helping at Forest School then speak to the Manager anytime!

A key target as well as supporting our Parental involvement was to completely revamp our Outdoor Area. This has now been superseded by our tenancy termination and the need to find totally new premises (where we will have an even better outdoor space to revamp!)

Other targets also include continuing to support our ever growing number of children and families with English as an additional language, SEND, and all who are experiencing hardship.

Above all, we remain committed to our community run ethos. As a not-for-profit group we do feel we offer good value for money and will continue to try and meet the needs of local parents by offering an affordable and flexible service. New ideas for fundraising are always welcome as is any business support, experience or even sponsorship that anyone can offer. If you have any ideas or comments to make on what you would like us to provide, please do use the comments box or speak to a member of the management team. We hope you will continue to support us too with our fundraising efforts, our hunt for a new 'Forever home' and as we constantly strive to improve the services we provide for you and your children. Thank you.

## Financial review

**Brief statement of the charity's policy on reserves**

None

**Details of any funds materially in deficit**

The first payment of **the 23/24** year's Nursery Education Funding would normally go through in the August and would therefore be reflected in the end of 22/23 year's accounts. However, this payment was delayed and did not come into our bank until 1<sup>st</sup> September 2023. This makes it look like the end of year was in deficit when it was not. Last year's figures and the end of year balance were also inflated by this.

**Further financial review details (Optional information)**

**Please see below**

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.

## Other optional information

As our income has gone back down below the threshold for accrual accounting, we have continued with our Receipts and Payments Accounting. This will obviously change in the upcoming year when we need to do an even bigger fundraising campaign in order to support our move in premises.

## Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		D White
<b>Full name(s)</b>	Michelle George	Deborah White
<b>Position (eg secretary, chair, etc)</b>	Chair	Secretary/Vice Chair

**Date** 13<sup>th</sup> Nov 2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
St Joseph's Pre-school (Bristol)

No (if any)  
1032557

CC16a

## Receipts and payments accounts

For the period from	Period start date 01/09/2022	To	Period end date 31/08/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fundraising	1,773	-	-	1,773	419
NEG +GLF +other Gov funding	213,399	-	-	213,399	238,907
Capital Funding Grant+Donations	-	-	-	-	11,638
Fees	19,497	-	-	19,497	18,372
Sweatshirts/trips etc.	206	-	-	206	10
Wages repaid inc. Cleaner	4,067	-	-	4,067	408
Bank interest + ST Loan	-	-	-	-	7,500
Hall Renovation Fund	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>238,942</b>	<b>-</b>	<b>-</b>	<b>238,942</b>	<b>277,254</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>238,942</b>	<b>-</b>	<b>-</b>	<b>238,942</b>	<b>277,254</b>
<b>A3 Payments</b>					
wages inc. Bank staff + pension	249,873	-	-	249,873	199,587
Inland Rev	21,677	-	-	21,677	14,916
Premises (rent)	12,205	-	-	12,205	7,670
Play Equipment	1,716	-	-	1,716	986
Food + Drink + Entertainer	529	-	-	529	793
Telephone + Internet	640	-	-	640	659
Uniform + office equipment	1,287	-	-	1,287	479
Insurance	2,302	-	-	2,302	-
Repairs/ maintenance/cleaning	1,802	-	-	1,802	2,449
Memberships and subscriptions	425	-	-	425	249
Admin+ office costs+postage	230	-	-	230	214
Accountancy + Bank Charges	93	-	-	93	79
BCC Bins	227	-	-	227	260
Staff Training/DBS	941	-	-	941	642
Short term Loan Repayments	-	-	-	-	17,500
Other (Trip, refunds+defaults)	-	-	-	-	2,623
	293,948	-	-	293,948	249,106
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>293,948</b>	<b>-</b>	<b>-</b>	<b>293,948</b>	<b>249,106</b>
<b>Net of receipts/(payments)</b>	<b>- 55,006</b>	<b>-</b>	<b>-</b>	<b>- 55,006</b>	<b>28,148</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>50,664</b>	<b>2,902</b>	<b>-</b>	<b>50,664</b>	<b>31,149</b>
<b>Cash funds this year end</b>	<b>- 4,342</b>	<b>2,902</b>	<b>-</b>	<b>- 4,342</b>	<b>59,297</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		-	4,342	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>-</b>	<b>4,342</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	Agreement Error	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Furniture	unrestricted	-	1,000
	Computer Equip	unrestricted	-	500
	Toys + Play	unrestricted	-	4,000
	Storage	unrestricted	-	1,000
	TV+Video Equip	unrestricted	-	50
				-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Wages+IR	unrestricted	20,000	# monthly
	Rent	unrestricted	19,000	annual
	Telephone/internet	unrestricted	660	annual
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
M George	Michelle George	13-Nov-23
C M Williamson	Cathy Williamson	13-Nov-23



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
St Joseph's Pre-school (Bristol)

**On accounts for the year  
ended**

31/08/2023

**Charity no  
(if any)**

1032557

**Set out on pages**

1- 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2022**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:**

*C. Marotta*

**Date:**

10-Nov-23

**Name:**

Concetta Marotta

**Relevant professional  
qualification(s) or body  
(if any):**

AAT Level 4

**Address:**

1 Ella Close

Fishponds, Bristol

BS16 2NZ

Only complete if the examiner needs to highlight 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.**

**ST JOSEPHS PRE-SCHOOL (BRISTOL)**

England & Wales - Charity number 1032557

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# Accounts

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# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1 <sup>st</sup>	Sept	2021		31 <sup>st</sup>	Aug	2022

## Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

St Joseph's Church Hall	
Forest Road, Fishponds	
Bristol	
Postcode	BS16 3QT

### 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	Michelle George	Chair		Committee
2	Siobhan McCormack	Secretary		Committee
3	Rowena Sutcliffe	Treasurer		Committee
4	Deanna Hall			Committee
5	Debbie White			Committee
6	Cathy Williamson			Committee
7	Anne Veira			Committee
8	Kate Hardcastle			Committee
9				
10				

### 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 advisor	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

Centre Manager – Mrs Cathy Williamson, Pre-school Manager – Mrs Sheila Hastings

## 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)	Association
Trustee selection methods (eg. appointed by, elected by)	Election 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.

St Joseph's Pre-school is a member of the Early Years Alliance and follows their guidance with regards to key policy documents and procedures. We are also a member of Bristol and Neighbourhood Daycare (BAND) and receive guidance and support from them also, as well as the LEA Teacher Advisory Service.

The pre-school is registered with Ofsted and meets all statutory and regulatory requirements for the provision of day care for under five year olds.

The Committee and Trustees are elected annually and is largely made up of parent/carers who use the services we provide. The trustees give their time voluntarily to support the pre-school.

## Objectives and activities

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

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 and by 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;

**Summary of the main activities undertaken for the public benefit in relation to these objects**

Providing pre-school education and care for children from 2 ¾ to 4 ¾ years old according to the requirements of the Early Years Foundation Stage.  
Encouraging parental participation to enhance and support both the development of their children and of themselves.  
Providing other services for parents/families such as 'drop-in' sessions, parent workshops, and family learning events.

**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

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

Following those 2 years like no other, St Joseph's Pre-school has finally started to recover financially and grown from strength to strength in 2022 with numbers high and all 3–4-year-old places full. Our only spaces are in 2-Year-Old Room as a few of the older children transition into the main hall in January.

We continue to provide care and education to under 5yr olds serving almost sixty families in the local community. We are proud to have continued with these services beyond the Pandemic, adapting and changing to support this new generation of children.

Staffing members have remained consistent since then and we have also taken on some new staff, initially to help support the growing number of children with additional needs who now attend the pre-school. We have therefore welcomed Karen, Asima, and Jacky to the team. The staff have continued with various in house and external training. They are always keen and willing to continue doing these courses so that they can all keep up to date with the ever-increasing changes in childcare. We also have 3 volunteers who help out over the week, and we have been so glad that we have been able to continue welcoming parents into the setting since last year.

As previously stated, our financial stability took a huge knock in the last couple of years despite some limited support from the government, as running costs rose and numbers were much lower during the lockdown periods. We were already depending more and more on fund raising to try and replace some of our tired and worn-out equipment, but these efforts were also greatly restricted because of the Pandemic.

We were saved both by the Crowdfunder Campaign (which generated a lot of support from past and present families as well as a few generous

## Achievements and performance

benefactors) and because our numbers increased as other settings failed to survive. As a not-for-profit run group who try to keep fees as low as possible, we really do look to parents and friends to support us. Our current committee have worked extra hard to try and support the Pre-school in these extremely testing times and staff have gone above and beyond in supporting the children and their families too.

This year the committee and staff have run several events including a Winter Wonderland Sale, the Christmas Raffle, Mothers Day Cream Teas, visits from the Photographer, an Easter Egg Hunt, Ice-cream Friday Sales, and many smaller ventures. We were also grateful for several monetary donations, not to mention the amazing Crowdfunder which generated over £11000 of extra income plus Gift Aid! So, this last year we managed to raise over £12057 for the pre-school which is our highest fundraising total ever! The events were fun and well supported. New ideas and support with fundraising are always welcome as other running costs for the pre-school continue to soar. Thank you to everyone who continues to support us so generously!

We would like to say a few thank-you's. Firstly, a big thankyou to all the staff for all their hard work and dedication that they put into the Pre-school and all the hours of their own time that they continue to put in to make it run smoothly. Secondly, thank you to our Volunteers for their dedication and enthusiasm for helping at St Joseph's and thank you especially to all the Committee members who have served us so gallantly over the last few years. For making more than your average important decisions, for all the advice, expertise, time, and energy they have given over this time, and for seeing us through!

Sadly, Anne and Siobhan will not be continuing on the Committee due to other commitments as their children have grown and moved on. Thank you so much to both Anne and Siobhan for all you have done!!

We really would like to encourage and welcome others to think about joining the committee and giving a bit back to our lovely Community run pre-school! We say this every year but, St Joseph's Pre-school has been built on the foundation of good parental involvement and we really hope to continue to build on these links in the future. You can become part of the Pre-school by joining the Committee tonight; you will soon see the benefits that may be here for you too and most importantly for your children!

Having highlighted a few of the things that have taken place over the last year. we'd like to add a few comments about some of our other ongoing achievements, before looking at some of our plans for the future, and our current target areas for improvement.

It has been an amazing year for fundraising again (thank you Committee!) but with other running costs continuing to rise (especially energy bills) we were therefore also forced to put fees up a little again at the start of this year. As a not-for-profit group we do feel we offer good value for money and will continue to try and meet the needs of local parents by offering an affordable and flexible service. New ideas for

## Achievements and performance

fundraising are always welcome as is any business support, experience or even sponsorship that anyone can offer.

We were again awarded the 'Bristol Standard' – a local, turned National Accreditation scheme which places a high importance on ongoing self-evaluation and reflective practice. (We have achieved this every year since its inception in 1997!) Of course, we are still waiting on our next visit from Ofsted which is now well overdue!

Continuing to build stronger links with parents to improve the learning opportunities for the children and in particular, to celebrate the learning that goes on both here and at home remains a high priority. Parental participation in children's learning underlies our core principles as a community run group. Tapestry has been a great tool in helping us to do this and we love to see parents accessing it and even adding their own observations. We would like to create more opportunities for parents to engage in activities at the setting, especially our 'stay and play' sessions when parents can stay and join in with some themed activities with their child at the start of the day. Forest School sessions have been trickier to run due to the unprecedented wet weather and the increase in numbers making it harder to stay in ratio if we take children out. We really do need some parental help to keep it happening too so if you want to find out more about helping at Forest School then speak to the Manager anytime! A key target as well as supporting our Parental involvement is to completely revamp our Outdoor Area. This will be a big fundraising undertaking, but we have made a start with the new fence and now hope to call in the professionals to see what else we can do.

Other targets also include continuing to support our ever growing number of children and families with English as an additional language, SEND, and who are experiencing hardship, as well as exploring new ways to create an environment that continues to engage and support the interests and learning needs of all the children. We still need to continue to update and renew lots of our resources, but this very much depends on our fundraising achievements.

If you have any ideas or comments to make on what you would like us to provide, please do use the comments box or speak to a member of the management team. We hope you will continue to support us too with fundraising efforts, as we constantly strive to improve the services we provide for you and your children. Thank you.

## Financial review

**Brief statement of the charity's policy on reserves**

None

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

Please see below

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.

## Other optional information

Although we recognise that our income this year has exceeded the threshold which should have triggered an accrual accounting system, this was only evident in hindsight. The additional income this year was also exceptional based on the final payout of our Crowdfunder, the short term bridging loans required which were not actual income, the additional funding received to support the higher number of SEN children we had this year, and also the early, exceptionally higher payment at the end of the year, of funding intended for the upcoming year. We have addressed this in the upcoming year and adopted an accrual accounting system going forwards.

## Declaration

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Michelle George	Siobhan McCormack
<b>Position (eg secretary, chair, etc)</b>	Chair	Secretary

**Date** 11<sup>th</sup> Nov 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name St Joseph's Pre-school (Bristol)	No (if any) 1032557
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CC16a

## Receipts and payments accounts

For the period from	Period start date 01/09/2021	To	Period end date 31/08/2022
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fundraising	419	-	-	419	1,553
NEG +GLF +other Gov funding	238,907	-	-	238,907	173,018
Capital Funding Grant+Donations	11,638	-	-	11,638	4,418
Fees	18,372	-	-	18,372	10,169
Sweatshirts/trips etc.	10	-	-	10	34
Wages repaid inc. Cleaner	408	-	-	408	2,182
Bank interest + ST Loan	7,500	-	-	7,500	10,000
Hall Renovation Fund	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>277,254</b>	<b>-</b>	<b>-</b>	<b>277,254</b>	<b>201,374</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>277,254</b>	<b>-</b>	<b>-</b>	<b>277,254</b>	<b>201,374</b>
<b>A3 Payments</b>					
wages inc. Bank staff + pension	199,587	-	-	199,587	181,979
Inland Rev	14,916	-	-	14,916	11,932
Premises (rent)	7,670	-	-	7,670	9,204
Play Equipment	986	-	-	986	1,058
Food + Drink + Entertainer	793	-	-	793	449
Telephone + Internet	659	-	-	659	661
Uniform + office equipment	479	-	-	479	635
Insurance	-	-	-	-	997
Repairs/ maintenance/cleaning	2,449	-	-	2,449	1,175
Memberships and subscriptions	249	-	-	249	869
Admin+ office costs+postage	214	-	-	214	168
Accountancy + Bank Charges	79	-	-	79	56
BCC Bins	260	-	-	260	150
Staff Training/DBS	642	-	-	642	674
Short term Loan Repayments	17,500	-	-	17,500	-
Other (Trip, refunds+defaults)	2,623	-	-	2,623	-
	249,106	-	-	249,106	210,007
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>249,106</b>	<b>-</b>	<b>-</b>	<b>249,106</b>	<b>210,007</b>
<b>Net of receipts/(payments)</b>	<b>28,148</b>	<b>-</b>	<b>-</b>	<b>28,148</b>	<b>- 8,633</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>19,614</b>	<b>2,902</b>	<b>-</b>	<b>22,516</b>	<b>31,149</b>
<b>Cash funds this year end</b>	<b>47,762</b>	<b>2,902</b>	<b>-</b>	<b>50,664</b>	<b>22,516</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		47,762	2,902	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>47,762</b>	<b>2,902</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Furniture	unrestricted	-	1,000
	Computer Equip	unrestricted	-	500
	Toys + Play	unrestricted	-	4,000
	Storage	unrestricted	-	1,000
	TV+Video Equip	unrestricted	-	50
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
	Wages+IR	unrestricted	20,000	# monthly
	Rent	unrestricted	9,700	annual
	Telephone/internet	unrestricted	660	annual
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
M George	Michelle George	10-Nov-21
R Sutcliffe	Rowena Sutcliffe	10-Nov-21



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
St Joseph's Pre-school (Bristol)

**On accounts for the year  
ended**

31/08/2022

**Charity no  
(if any)**

1032557

**Set out on pages**

1- 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2022**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:**

*C. Marotta*

**Date:**

11-Nov-22

**Name:**

Concetta Marotta

**Relevant professional  
qualification(s) or body  
(if any):**

AAT Level 4

**Address:**

1 Ella Close

Fishponds, Bristol

BS16 2NZ

Only complete if the examiner needs to highlight 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.**

**ST JOSEPHS PRE-SCHOOL (BRISTOL)**

England & Wales - Charity number 1032557

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# Accounts

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# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1 <sup>st</sup>	Sept	2020		31 <sup>st</sup>	Aug	2021

## Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

St Joseph's Church Hall	
Forest Road, Fishponds	
Bristol	
Postcode	BS16 3QT

### 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	Freia Turland	Chair		Committee
2	Siobhan McCormack	Secretary/		Committee
3	Rowena Sutcliffe	Treasurer		Committee
4	Michelle George			Committee
5	Debbie White			Committee
6	Cathy Williamson			Committee
7	Anne Veira			Committee
8				
9				
10				

### 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 advisor	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

Centre Manager – Mrs Cathy Williamson, Pre-school Manager – Mrs Sheila Hastings

## 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)	Association
Trustee selection methods (eg. appointed by, elected by)	Election 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.

St Joseph's Pre-school is a member of the Early Years Alliance and follows their guidance with regards to key policy documents and procedures. We are also a member of Bristol and Neighbourhood Daycare (BAND) and receive guidance and support from them also, as well as the LEA Teacher Advisory Service.

The pre-school is registered with Ofsted and meets all statutory and regulatory requirements for the provision of day care for under five year olds.

The Committee and Trustees are elected annually and is largely made up of parent/carers who use the services we provide. The trustees give their time voluntarily to support the pre-school.

## Objectives and activities

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

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 and by 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;

**Summary of the main activities undertaken for the public benefit in relation to these objects**

Providing pre-school education and care for children from 2 ¾ to 4 ¾ years old according to the requirements of the Early Years Foundation Stage.  
Encouraging parental participation to enhance and support both the development of their children and of themselves.  
Providing other services for parents/families such as ‘drop-in’ sessions, parent workshops, and family learning events.

**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

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

These last 2 years have been like no other and families, businesses, governments, the world, have all been changed and affected, not least our small community at St Joseph’s Pre-school.

Throughout, we have continued to provide care and education to under 5yr olds serving over fifty families in the local community during this time. We are proud to have continued with these services during the Pan-demic, adapting and changing rapidly with the momentum of the situation.

Our financial situation has ultimately been affected, and so cutbacks and belt tightening have been the order of the day. This has included not replacing some staff as they left and we were very sorry to lose some long serving staff at the start of the last academic year as they moved on to other things. Staffing numbers have remained consistent since then and we are happy to now be taking on two new staff. The staff have continued with various in house and external training. They are always keen and willing to continue doing these courses so that they can all keep up to date with the ever-increasing changes in childcare. We were able to use some of the lockdown time to increase online training opportunities (and to engage with families virtually too). They are all now ‘Zoom’ experts!

Sadly, we were unable to have volunteers for most of this year and parent involvement was also severely restricted, but we adapted to using Zoom and other creative ways to keep people involved. We have been so glad to welcome parents back into the setting again in recent weeks, though caution will always need to be observed.

We have continued to work on the ‘Bristol Standard’ over this time and place high importance on ongoing self-evaluation and reflective practice to ensure the pre-school is the best that it can be.

Our current committee have worked extra hard to try and support the Pre-school in these extremely testing times and staff have gone above and beyond in supporting the children and their families too.

This year the committee and staff have run several virtual events and activities to create social opportunities for our families and to raise funds for the pre-school. These included a Virtual Bingo Night, a Christmas Raffle, taking part in the Fishponds Sale Trail, a Mothers Day Cream Tea Delivery Service, visits from a Photographer, and a Sponsored Sunflower grow. We were also gratefully for several monetary donations. So, this year we still managed to raise £1552.35 for

## Achievements and performance

the pre-school which is higher than the previous year! These events were fun and well supported. New ideas and support with fundraising are always welcome as other running costs for the pre-school continue to soar. Our latest Crowdfunder Appeal is an attempt to recoup a small float that will stop us constantly going into the red and, whilst we know that a lot of this situation is also down to years of underfunding by the government, we have been humbled by the response to the appeal and feel so affirmed by the generosity and faith that our supporters have shown us. Thank you!

## Financial review

**Brief statement of the charity's policy on reserves**

None

**Details of any funds materially in deficit**

None

### 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.

As previously stated, our financial stability has been severely affected in the last year despite some limited support from the government, as running costs are still rising and numbers were much lower as parents remained cautious through all the lockdown periods. We were already depending more and more on fund raising to try and replace some of our tired and worn-out equipment, but these efforts were also greatly restricted because of the Pandemic. As a not-for-profit run group who try to keep fees as low as possible, we really do look to parents and friends to support us. We did manage to secure a little grant money last year and were able to make some claims back from the Government furlough initiative and SSP reclaims but not enough to cover all our losses. We therefore also took the decision to take out a short-term loan of £10000 to cover the shortfalls we were experiencing each month end and have now started a Crowdfunding Appeal to bridge this gap. Our increase in numbers this year should help this situation too.

## Other optional information

## Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Freia Turland	Siobhan McCormack
<b>Full name(s)</b>	Freia Turland	Siobhan McCormack
<b>Position (eg secretary, chair, etc)</b>	Chair	Secretary

**Date** 10<sup>th</sup> Nov 2021



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name St Joseph's Pre-school (Bristol)	No (if any) 1032557
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CC16a

## Receipts and payments accounts

For the period from	Period start date 01/09/2020	To	Period end date 31/08/2021
------------------------	---------------------------------	----	-------------------------------

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fundraising	1,553	-	-	1,553	1,843
NEG +GLF +other Gov funding	173,018	-	-	173,018	181,761
Capital Funding Grant+Donations	4,418	-	-	4,418	7,362
Fees	10,169	-	-	10,169	12,259
Sweatshirts/trips etc.	34	-	-	34	33
Wages repaid inc. Cleaner	2,182	-	-	2,182	1,435
Bank interest + ST Loan	10,000	-	-	10,000	-
Hall Renovation Fund	-	-	-	-	1,427
<b>Sub total (Gross income for AR)</b>	<b>201,374</b>	<b>-</b>	<b>-</b>	<b>201,374</b>	<b>206,120</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>201,374</b>	<b>-</b>	<b>-</b>	<b>201,374</b>	<b>206,120</b>
<b>A3 Payments</b>					
wages inc. Bank staff + pension	181,979	-	-	181,979	201,158
Inland Rev	11,932	-	-	11,932	13,098
Premises (rent)	9,204	-	-	9,204	9,099
Play Equipment	1,058	-	-	1,058	3,510
Food + Drink + Entertainer	449	-	-	449	1,070
Telephone + Internet	661	-	-	661	664
Uniform + office equipment	635	-	-	635	1,978
Insurance	997	-	-	997	972
Repairs/ maintenance/cleaning	1,175	-	-	1,175	1,346
Memberships and subscriptions	869	-	-	869	506
Admin+ office costs+postage	168	-	-	168	410
Accountancy + Bank Charges	56	-	-	56	230
BCC Bins	150	-	-	150	117
Staff Training/DBS	674	-	-	674	964
Hall Renovation Expenses	-	-	-	-	475
Other (Trip, fee refunds+defaults)	-	-	-	-	7,800
	210,007	-	-	210,007	243,397
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>210,007</b>	<b>-</b>	<b>-</b>	<b>210,007</b>	<b>243,397</b>
<b>Net of receipts/(payments)</b>	<b>- 8,633</b>	<b>-</b>	<b>-</b>	<b>- 8,633</b>	<b>- 37,277</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>28,247</b>	<b>2,902</b>	<b>-</b>	<b>31,149</b>	<b>68,426</b>
<b>Cash funds this year end</b>	<b>19,614</b>	<b>2,902</b>	<b>-</b>	<b>22,516</b>	<b>31,149</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		28,248	2,902	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>28,248</b>	<b>2,902</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Furniture	unrestricted	-	2,500
	Computer Equip	unrestricted	-	1,400
	Toys + Play	unrestricted	-	7,750
	Storage	unrestricted	-	2,000
	TV+Video Equip	unrestricted	-	200
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
	Wages+IR	unrestricted	18,500 #	monthly
	Rent	unrestricted	9,700	annual
	Telephone/internet	unrestricted	660	annual
			-	

  

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	F Turland R Sutcliffe	Freia Turland Rowena Sutcliffe	10-Nov-21 10-Nov-21



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
St Joseph's Pre-school (Bristol)

**On accounts for the year  
ended**

31/08/2021

**Charity no  
(if any)**

1032557

**Set out on pages**

1- 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2021**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:** C Marotta

**Date:** 10-Nov-21

**Name:** Concetta Marotta

**Relevant professional  
qualification(s) or body  
(if any):**

AAT Level 4

**Address:** 1 Ella Close

Fishponds, Bristol

BS16 2NZ

Only complete if the examiner needs to highlight 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.**

**ST JOSEPHS PRE-SCHOOL (BRISTOL)**

England & Wales - Charity number 1032557

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# Accounts

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# Trustees' Annual Report for the period

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
<b>From</b>	1 <sup>st</sup>	Sept	2019	<b>To</b>	31 <sup>st</sup>	Aug	2020

## Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

St Joseph's Church Hall	
Forest Road, Fishponds	
Bristol	
<b>Postcode</b>	<b>BS16 3QT</b>

### 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	Freia Turland	Chair		Committee
2	Siobhan McCormack	Secretary		Committee
3	Rowena Sutcliffe	Treasurer		Committee
4				
5				
6				
7				
8				
9				
10				

### 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 advisor	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

Centre Manager – Mrs Cathy Williamson, Pre-school Manager – Mrs Sheila Hastings

## 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)	Association
Trustee selection methods (eg. appointed by, elected by)	Election 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.

St Joseph's Pre-school is a member of the Early Years Alliance and follows their guidance with regards to key policy documents and procedures. We are also a member of Bristol and Neighbourhood Daycare (BAND) and receive guidance and support from them also, as well as the LEA Teacher Advisory Service.

The pre-school is registered with Ofsted and meets all statutory and regulatory requirements for the provision of day care for under five year olds.

The Committee and Trustees are elected annually and is largely made up of parent/carers who use the services we provide. The trustees give their time voluntarily to support the pre-school.

## Objectives and activities

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

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 and by 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;

**Summary of the main activities undertaken for the public benefit in relation to these objects**

Providing pre-school education and care for children from 2 ¾ to 4 ¾ years old according to the requirements of the Early Years Foundation Stage.  
Encouraging parental participation to enhance and support both the development of their children and of themselves.  
Providing other services for parents/families such as 'drop-in' sessions, parent workshops, and family learning events.

**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

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

Continuing to provide care and education to under 5yr olds serving almost fifty families in the local community. Continuing with these services during a Pandemic and adapting and changing rapidly with the momentum of the situation.  
Staffing numbers have remained consistent and over the past twelve months the staff have continued with various in house and external training and are all keen and willing to continue doing these courses so that they can all keep up to date with the ever-increasing changes in childcare. We were able to use some of the lockdown time to increase online training opportunities and to engage with families virtually too. We have been unable to have volunteers for the second half of this year and parent involvement has also been severely restricted, but we have also adapted to using Zoom and other creative ways to keep parents involved.  
We have continued to work on the 'Bristol Standard' and place high importance on ongoing self-evaluation and reflective practice to ensure the pre-school is the best that it can be.  
Our financial stability has been severely affected in the last year though as running costs are still rising and numbers have been much lower as parents remain cautious. We were depending more and more on fund raising to try and replace some of our tired and worn-out equipment but these efforts have also been greatly restricted because of the Pandemic. As a not-for-profit run group who try to keep fees as low as possible, we really do look to parents and friends to support us. We have managed to secure some grant money and have been able to make some claims back from the Government furlough initiative and SSP reclaims but not enough to cover all our losses.  
Our current committee have worked extra hard to try and support the Pre-school in these extremely testing times and staff have gone above and beyond in supporting the children and their families.

## Financial review

**Brief statement of the charity's policy on reserves**

None

**Details of any funds materially in deficit**

None

### 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.

## Other optional information

## Declaration

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

Signed on behalf of the charity's trustees

**Signature(s)**

Freia Turland

Siobhan McCormack

**Full name(s)**

Freia Turland

Siobhan McCormack

**Position (eg secretary, chair, etc)**

Chair

Secretary

**Date**

11<sup>th</sup> Feb 2020



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name St Joseph's Pre-school (Bristol)	No (if any) 1032557
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CC16a

## Receipts and payments accounts

For the period from	Period start date 01/09/2019	To	Period end date 31/08/2020
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fundraising	1,843	-	-	1,843	973
NEG +GLF +other Gov funding	181,761	-	-	181,761	220,261
Capital Funding Grant+Donations	7,362	-	-	7,362	4,024
Fees	12,259	-	-	12,259	14,072
Sweatshirts/trips etc.	33	-	-	33	992
Wages repaid inc. Cleaner	1,435	-	-	1,435	1,400
Bank interest + other	-	-	-	-	-
Hall Renovation Fund	-	1,427	-	1,427	1,527
<b>Sub total (Gross income for AR)</b>	<b>204,693</b>	<b>1,427</b>	<b>-</b>	<b>206,120</b>	<b>243,249</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>204,693</b>	<b>1,427</b>	<b>-</b>	<b>206,120</b>	<b>243,249</b>
<b>A3 Payments</b>					
wages inc. Bank staff + pension	201,158	-	-	201,158	170,950
Inland Rev	13,098	-	-	13,098	17,327
Premises (rent)	9,099	-	-	9,099	8,847
Play Equipment	3,510	-	-	3,510	2,776
Food + Drink + Entertainer	1,070	-	-	1,070	1,088
Telephone + Internet	664	-	-	664	764
Uniform + office equipment	1,978	-	-	1,978	945
Insurance	972	-	-	972	960
Repairs/ maintenance/cleaning	1,346	-	-	1,346	1,234
Memberships and subscriptions	506	-	-	506	448
Admin+ office costs+postage	410	-	-	410	681
Accountancy + Bank Charges	230	-	-	230	233
BCC Bins	117	-	-	117	234
Staff Training/DBS	964	-	-	964	767
Hall Renovation Expenses	-	475	-	475	1,155
Other (Trip, fee refunds+defaults)	7,800	-	-	7,800	1,210
	242,922	475	-	243,397	209,620
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>243,397</b>	<b>-</b>
<b>Total payments</b>	<b>242,922</b>	<b>475</b>	<b>-</b>	<b>243,397</b>	<b>209,620</b>
<b>Net of receipts/(payments)</b>	<b>- 38,229</b>	<b>952</b>	<b>-</b>	<b>- 37,277</b>	<b>33,629</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>66,477</b>	<b>1,949</b>	<b>-</b>	<b>68,426</b>	<b>34,797</b>
<b>Cash funds this year end</b>	<b>28,248</b>	<b>2,901</b>	<b>-</b>	<b>31,149</b>	<b>68,426</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		28,248	2,902	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	28,248	2,902	-
	(agree balances with receipts and payments account(s))	OK	Agreement Error	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Furniture	unrestricted	-	2,500
	Computer Equip	unrestricted	-	1,400
	Toys + Play	unrestricted	-	7,750
	Storage	unrestricted	-	2,000
	TV+Video Equip	unrestricted	-	200
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
	Wages+IR	unrestricted	15,500	# monthly
	Rent	unrestricted	9,000	annual
	Telephone/internet	unrestricted	660	annual
			-	

  

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	F Turland R Sutcliffe	Freia Turland Rowena Sutcliffe	11-Feb-21 11-Feb-21



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
St Joseph's Pre-school (Bristol)

**On accounts for the year  
ended**

31/08/2020

**Charity no  
(if any)**

1032557

**Set out on pages**

1- 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2020**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:** C Marotta

**Date:** 11 Feb 2021

**Name:** Concetta Marotta

**Relevant professional  
qualification(s) or body  
(if any):**

AAT Level 4

**Address:** 1 Ella Close

Fishponds, Bistol

BS16 2NZ

Only complete if the examiner needs to highlight 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.**