

# WOLLATON PARK PRE-SCHOOL

England & Wales · Charity number 1033374

## Details

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**Other names** WOLLATON PARK PRE SCHOOL PLAYGROUP

**Status** Registered

**Legal form** Other

**Registered** 1994-02-18

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Kingswood  
Lambourne Drive  
Wollaton  
Nottingham  
NG8 1GR

**Phone** 01158376420

**Email** [wollatonparkpreschool@gmail.com](mailto:wollatonparkpreschool@gmail.com)

**Website** [wollatonparkpreschool.co.uk](http://wollatonparkpreschool.co.uk)

## Activities

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**Objects:** 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

**Activities:** Pre-school playgroup

## Classification

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- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- Nottingham City

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£193,768	£183,238	-	-
2023-08-31	£164,100	£167,238	-	-
2022-08-31	£167,713	£177,217	-	-
2021-08-31	£145,473	£144,008	-	-
2020-08-31	£121,237	£121,462	-	-

## Trustees

Name	Role	Appointed
<b>Lisa Greenwood</b>	Chair	2024-04-22
Jessica Bullett		2024-12-11
Rosanna Buck		2023-09-01
Shih-Ju Tseng		2024-12-11
Victoria Sancto Arora		2026-04-07

**WOLLATON PARK PRE-SCHOOL**

England & Wales - Charity number 1033374

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# Accounts

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## **Annual return for the year from September 1st 2023 to August 31st 2024**

### ***Aims and area of operation:***

The aim of the Preschool is to provide a safe, stimulating environment for the care and education of children from the ages of two to five. We operate from rented premises in the Wollaton area of Nottingham and welcome children from Wollaton and the surrounding areas.

Sessions run every weekday during Nottingham City term time from 9.00 – 12.00 and 12.00 – 15.00 each day; with the option of a breakfast club from 8.15 until 9.00 and a lunch club from 12.00 until 13.00 for those attending the morning session. Children can stay all day from 8.15 or 9.00 until 15.00 if they choose.

There were 59 children on roll at the end of this year. We have two rooms in operation, 'Acorns' for two year olds and 'Oaks' for three to five year olds.

### ***Registration Details:***

Charity Number: 1033374.

Registered Office: Kingswood Methodist Church, Lambourne Drive, Wollaton, Nottingham NG8 1GR.

We are also registered with the Early Years Alliance and OFSTED.

For details of our OFSTED reports, please use the unique reference number 254678. Our last rating by Ofsted was in January 2024, and we were rated good.

We also operate under the close supervision and with the support of the Nottingham City Council Early Years Team, who facilitate funding for a proportion of our children (generally around 85% of the total in attendance). Parents and carers can also pay fees on a private basis if their children are not yet eligible for this funding.

### ***Management of the Preschool***

The Preschool is managed by a voluntary management committee, primarily made up of parents and carers of children attending the Preschool, along with staff representation.

Our Committee members during the academic year were:

Chair: Christopher Cheeseman  
Treasurer: Wayne Glover  
Secretary: Usman Basharat  
Committee members: Heather Hutchison

Preschool Manager  
& Committee member: Rosanna Buck

We operate under the standard constitution of the Early Years Alliance, with committee members elected annually through a system of proposals and seconding at the Annual General Meeting by our members. Each family at preschool is regarded as a member and are invited to attend the meeting and / or cast a vote.

## ***Achievements during the year***

September 2023 saw us start the year with a new management team of Rosanna as Manager and Tanya as Deputy Manager and Room Leader for the Oaks room. They were joined by Gemma as Room Leader for the Acorns room in January. The new team settled in very quickly and have continued our core work as well as implementing changes and improvements throughout the year. In particular we spent almost £1,500 on play equipment over the summer, including a new climbing frame and pirate boat for outside and replacement water trays for inside.

As always, we have enjoyed events and activities with our children and families throughout the year, from a Christmas disco to a visit from a local farm with a range of animals for the children to pet. We have also enjoyed short trips out to the local nature reserve and a bus trip to the library where we shared a storytime. We would like to thank the support of the parents and carers in assisting with and attending our events, and for so generously supporting us throughout the year.

## ***Accounts for the year from September 1st 2023 to August 31st 2024***

Please see these attached as a separate document. These have been independently examined by the Preschool Accountant, H.J. Burton Accountants Ltd.

Following deficits over the past two financial years we were very pleased to have made a surplus this year, which will also help us with the upcoming financial year. Our finances are typically cyclical, with lower numbers of children in the Autumn term in particular on a two year cycle, and we find this the case for September 2024 so do need to ensure we consider this when budgeting and spending in the summer term.

With increases for both wages and running costs in this and the coming financial year, we also need to ensure our savings cover the costs of a restricted reserve in case of closure (which consists of three months running costs and statutory redundancy payments for all staff). At the end of this 2024 this amounted to almost £54,000 however the sum will rise significantly in 2025 as more staff will be entitled to redundancy payments and we estimate we should retain around £67,000 in savings for this reserve as a result.

This leaves us with £5,400 as a general reserve. In 2025 we hope to open another room to cater for demand for younger age groups and anticipate using some of this amount to cover the costs of fitting out the room.

Thank you for reading this report and your interest in our preschool. If you have any queries please do not hesitate to contact us via email at [wollatonparkpreschool@gmail.com](mailto:wollatonparkpreschool@gmail.com) or telephone 0115 837 6420 during Nottingham City term times.

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDING 31ST AUGUST 2024**

	2024	2023
	£	£
<b><u>INCOME</u></b>		
NCC Funding	163,161	102,715
Private fees including Tax Free Childcare	24,066	47,109
Snack fees	1,934	1,724
Fund Raising	499	694
Other Donations	0	100
SEND/DAF	821	10,846
Fees Consumables	2,393	585
Bank Interest	893	328
	<hr/>	<hr/>
	193,768	164,100
 <b><u>EXPENDITURE</u></b>		
Wages and National Insurance	141,361	134,075
Employers Pension Contributions	2,053	2,961
Rent	19,598	16,150
Insurance	1,214	968
Telephone and Internet	649	701
Repairs and Maintenance	392	115
Office refit	0	310
Accountancy and Professional fees	1,164	1,193
Recruitment fees	0	660
Milk and Snacks	2,162	1,560
Fixtures and Fittings	498	152
IT Equipment and Software	255	347
Consumables	5,248	3,591
Marketing and Publicity	568	365
Training Courses	1,368	1,223
DBS Checks	356	129
Membership Fees	377	373
Educational Resources	4,119	938
Famly	1,858	1,426
	<hr/>	<hr/>
	183,238	167,238
 <b><u>Surplus/(Deficit) for the year</u></b>	 <hr/> <b>10,530</b>	 <hr/> <b>-3,137</b>

Bank Balances 01 September 2023	61959
<u>Add Surplus of Payments over Receipts</u>	<u>10530</u>
	<u>72489</u>

Bank Balances 31 August 2024

Bank Current Account	-1204
Bank Deposit Account	<u>73693</u>
	<u>72489</u>

#### ACCOUNTANTS CERTIFICATE

I have prepared the Receipts and Payments account overleaf for the year ended 31 August 2024 from the books and vouchers of the Wollaton Park Pre-School Playgroup and from information and explanations supplied to me by the Treasurer.

H J Burton Accountants Ltd

105 – 107 Green Lane  
Ockbrook  
Derbyshire  
DE72 3SE

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDING 31ST AUGUST 2024**

**1. Consumables and Office stationery**

Consumables Settings		1663
Consumables Settings Cleaning PPE	Cleaning and hygiene including PPE costs	1400
Consumables Arts and crafts	Everyday items used by the children e.g. Paint and paper	1460
Consumables Office		722
Subscriptions and Publications		<u>3</u>
		<u>5248</u>

**2. Fixtures and Fittings**

Larger items not directly used as play equipment e.g. tables and chairs.

**3. Membership fees**

	Ofsted registration	220
	ELA Membership	122
	Information Commissioners Office	<u>35</u>
		<u>377</u>

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
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Famly	1,858	1,426
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 DE72 3SE

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		<u>377</u>

**WOLLATON PARK PRE-SCHOOL**

England & Wales - Charity number 1033374

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# Accounts

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There were 60 children on roll at the end of this year and we are registered to accommodate up to 35 in any one session. We have two rooms in operation, 'Acorns' for two year olds and 'Oaks' for three to five year olds.

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We are also registered with the Early Years Alliance and OFSTED.

For details of our OFSTED reports, please use the unique reference number 254678. Our last rating by Ofsted was in April 2018, and we were rated 'good'.

We also operate under the close supervision and with the support of the Nottingham City Council Early Years Team, who facilitate funding for a proportion of our children (generally around 65% of the total in attendance). Parents and carers can also pay fees on a private basis if their children are not yet eligible for this funding.

### ***Management of the Preschool***

The Preschool is managed by a voluntary management committee, primarily made up of parents and carers of children attending the Preschool, along with staff representation.

Our Committee members during the academic year were:

Chair: Christopher Cheeseman  
Treasurer: Wayne Glover  
Secretary: Usman Basharat  
Committee members: Heather Hutchison

Preschool Manager  
& Committee member: Gemma Beck

We operate under the standard constitution of the Early Years Alliance, with committee members elected annually through a system of proposals and seconding at the Annual General Meeting by our members. Each family at preschool is regarded as a member and are invited to attend the meeting and / or cast a vote.

## ***Achievements during the year***

It is fair to say that we were pleased to be able to keep afloat this year, at a time of increasing costs, low funding rates and difficulties with retaining and recruiting suitable qualified and experienced staff in the early years as a whole. The Committee were extremely proud of the small staff team whose dedication towards the children and their vital roles in their learning and development meant a happy and well rounded cohort made their way to school in the summer of 2023, with many other children staying with us for another year. We are one of the last remaining independent and charitable preschools in this area and hope that the recent expansion of early years education by the Government will mean many more years of success for us.

We continue to invest in our staff team through training and personal development opportunities with courses ranging from developing outdoor learning to supporting children with additional needs. Two staff members also started apprenticeship schemes to undertake the Early Years Educator and Practitioner qualifications in September 2022 and hope to complete these early in 2024.

As always, we have enjoyed events and activities with our families throughout the year, from informal coffee mornings to a summer leaver's party and disco with a beach theme. We would like to thank the support of the parents and carers in assisting with and attending our events, and for so generously supporting us throughout the year.

## ***Accounts for the year from September 1st 2022 to August 31st 2023***

Please see these attached as a separate document. These have been independently examined by the Preschool Accountant, HJ Burton Accountants Ltd, and approved at the Annual General Meeting held on June 26<sup>th</sup> 2024.

The majority of our income comes from funding from the local authority for 2, 3 and 4 year olds; and private fees for children who are not eligible for funding or choosing to attend additional hours. This year we also introduced a small fee of 25p per session for snack and milk to help with increasing costs; and in the final term of the year a charge of 25p for consumables each session, as a contribution towards items such as wipes, arts and crafts materials and items used in sensory play. Our deficit of £3,137 was primarily caused by having low attendance in September and October of 2022. Happily, matters improved and we were able to retain our full staffing team rather than having to make redundancies, albeit with carrying the loss for the year. At a time when recruitment has proved very difficult in early years we felt it vital to hold onto experienced and trained staff at this stage rather than losing them and having to replace them later in the year.

It should be noted that the deficit of £9,500 the year before was caused by spend of savings on the outdoor project to replace safety surfacing and enhance our outdoor provision, and we retain a respectable amount in savings which has been build up over many years. Of the £61,959 in our savings account we hold an amount of £54,000 as a designated reserve in case of the preschool closing, this represents three months of running costs and statutory redundancy payments which would be required for the staff team. The remainder we retain at present to allow for any shortfalls in running costs in future years or to give us leeway to develop new projects.

Thank you for reading this report and your interest in our preschool. If you have any queries please do not hesitate to contact us via email at [wollatonparkpreschool@gmail.com](mailto:wollatonparkpreschool@gmail.com) or telephone 0115 837 6420 during Nottingham City term times.

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDING 31ST AUGUST 2023**

	2023	2022
	£	£
<b><u>INCOME</u></b>		
NCC Funding	102,715	134,142
Private fees including Tax Free Childcare	47,109	28,564
Snack fees	1,724	
Fund Raising	694	418
Fund Raising - Other	0	164
Other Donations	100	100
SEND/DAF	10,846	4,315
Fees Consumables	585	
Bank Interest	328	10
	164,100	167,713
<b><u>EXPENDITURE</u></b>		
Wages and National Insurance	134,075	126,932
Employers Pension Contributions	2,961	3,183
Rent	16,150	16,206
Insurance	968	940
Telephone and Internet	701	589
Repairs and Maintenance	115	72
Office refit	310	1,732
Accountancy and Professional fees	1,193	1,116
Recruitment fees	660	
Milk and Snacks	1,560	1,089
Fixtures and Fittings	152	1,614
IT Equipment and Software	347	285
Outdoor / Play area	0	9,594
Consumables	3,591	6,273
Marketing and Publicity	365	666
Training Courses	1,223	1,023
DBS Checks	129	392
Donation from fundraising - Other	0	164
Membership Fees	373	370
Educational Resources	938	3,553
Family	1,426	1,426
	167,238	177,217
<b><u>Surplus/(Deficit) for the year</u></b>	<b>-3,137</b>	<b>-9,504</b>

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDING 31ST AUGUST 2023**

1. Consumables and Office stationery

Consumables Settings		1324.46
Consumables Settings Cleaning PPE	Cleaning and hygiene including PPE costs	1096.5
Consumables Arts and crafts	Everyday items used by the children e.g. Paint and paper	613.73
Consumables Office		556.36
Subscriptions and Publications		0
		3591.05

2. Fixtures and Fittings

Larger items not directly used as play equipment e.g. tables and chairs.

3. Membership fees

	Ofsted registration	220
	ELA Membership	118
	Information Commissioners Office	35
		373

4. Other Donations

Donations through fees and from parents for specific activities, e.g. exercise mats. Also kind donations made by leavers this year.

Bank Balances 01 September 2022  
Add Surplus of Payments over Receipts

65096  
-3137  
61959

Bank Balances 31 August 2023

Bank Current Account  
Bank Deposit Account

2158  
59801  
61959

### ACCOUNTANTS CERTIFICATE

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H J Burton Accountants Ltd

105 – 107 Green Lane  
Ockbrook  
Derbyshire  
DE72 3SE

10 June 2024

Bank Balances 01 September 2022  
Add Surplus of Payments over Receipts

65096  
-3137  
61959

Bank Balances 31 August 2023

Bank Current Account  
Bank Deposit Account

2158  
59801  
61959

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105 – 107 Green Lane  
Ockbrook  
Derbyshire  
DE72 3SE

10 June 2024

**WOLLATON PARK PRE-SCHOOL**

England & Wales - Charity number 1033374

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# Accounts

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### ***Management of the Preschool***

The Preschool is managed by a voluntary management committee, primarily made up of parents and carers of children attending the Preschool, along with staff representation.

Our Committee members during the academic year were:

Chair:	Sylvia Oates
Treasurer:	Christopher Cheeseman
Secretary:	Kieran Lalli
Committee members:	Usman Basharat Heather Hutchison

Preschool Supervisor  
& Committee member: Gemma Beck

We operate under the standard constitution of the Early Years Alliance, with committee members elected annually through a system of proposals and seconding at the Annual General Meeting by members of the previous committee.

## ***Achievements during the year***

We were very pleased this year to see a two year project to refurbish our outdoor space come to fruition. The outdoor area we have sole use of during the week has been resurfaced with a cushioned rubber floor to three quarters of the area, leaving a small paved area under cover for sand play and our arts and craft shed. The new flooring has brightened up the area immensely as well as improving safety for the children when using play equipment. As well as benefitting the preschool it has also greatly improved the area for other users of the community building at weekends and during the school holidays.

We also took the opportunity to invest in accessible storage units for the children to help themselves to play items and equipment outside, encouraging them to further explore and develop their play and learning outside.

Other areas of note include higher spend this year on educational resources, which covers a wide range of items the children to use, including books, toys and small play equipment. We have continued to develop our provision into a more natural environment, moving away from brightly coloured plastic toys to wood and natural resources to develop the 'Curiosity Approach' to enhance the learning and play opportunities for all of our children.

Fundraising income has been low this year and we hope to improve on this in the coming year with more activities and events. It is also worth noting we held fundraisers for other causes, a cake sale for the DEC Ukraine appeal raising £114 and a coffee morning for the mental health charity 'Young Minds' allowing us to donate £50. As always, we would like to thank the support of the parents and carers in attending our fundraising events and generously supporting us throughout the year.

## ***Accounts for the year from September 1st 2021 to August 31st 2022***

Please see these attached as a separate document. These have been independently examined by the Preschool Accountant, HJ Burton Accountants Ltd, and approved at the Annual General Meeting held on April 29<sup>th</sup> 2023.

On paper we have a deficit of £9,504, however it should be noted that this includes the spend of £9,594 on resurfacing the play area and improving our outdoor space as mentioned, and refitting/refurbishing a small space for use as the preschool office at a cost of £1,732. This money came from savings made in previous years and has therefore been allocated from our reserves.

We retain just over £65,000 in our savings account. Of this we hold an amount of £59,500 as a designated reserve in case of the preschool closing, this represents three months of running costs and the statutory redundancy payments which would be required for the staff team. The remainder we retain at present to allow for any shortfalls in running costs in future years.

Thank you for reading this report and your interest in our preschool. If you have any queries please do not hesitate to contact us via email at [wollatonparkpreschool@gmail.com](mailto:wollatonparkpreschool@gmail.com) or telephone 0115 837 6420 during Nottingham City term times.

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDING 31ST AUGUST 2022**

	2022	2021
	£	£
<b><u>INCOME</u></b>		
NCC Funding	134,142	108,831
Private fees including Tax Free Childcare	28,564	33,301
Fund Raising	418	1,455
Fund Raising - Other	164	0
Donations through fees	100	340
SEND/DAF	4,315	1,539
Bank Interest	10	6
Government Grants - Job Retention Scheme	0	0
	<u>167,713</u>	<u>145,473</u>
<b><u>EXPENDITURE</u></b>		
Wages and National Insurance	126,932	104,858
Employers Pension Contributions	3,183	2,656
Rent	16,206	15,689
Insurance	940	926
Telephone and Internet	589	437
Repairs and Maintenance	72	722
Office refit	1,732	
Accountancy and Professional fees	1,116	1,371
Milk and Snacks	1,089	513
Fixtures and Fittings	1,614	3,478
IT Equipment and Software	285	650
Outdoor / Play area	9,594	0
Consumables	6,273	6,349
Marketing and Publicity	666	89
Training Courses	1,023	1,192
DBS Checks	392	197
Donation from fundraising - Other	164	
Membership Fees	370	370
Educational Resources	3,553	2,920
Famly	1,426	1,591
	<u>177,217</u>	<u>144,008</u>
<b><u>Surplus/(Deficit) for the year</u></b>	<u>-9,504</u>	<u>1,465</u>

Bank Balances 01 September 2021  
Add Surplus of Payments over Receipts

74600  
-9504  
65096

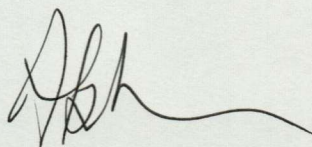
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19 October 2022

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDING 31ST AUGUST 2022**

**1. Consumables and Office stationery**

Consumables Settings		1888
Consumables Settings Cleaning PPE	Cleaning and hygiene including PPE costs	1569
Consumables Arts and crafts	Everyday items used by the children e.g. Paint and paper	1235
Consumables Office		1450
Subscriptions and Publications		131
		<u>6273</u>

**2. Fixtures and Fittings**

Larger items not directly used as play equipment e.g. tables and chairs.

**3. Membership fees**

	Ofsted registration	220
	ELA Membership	115
	Information Commissioners Office	35
		<u>370</u>

**4. Other Donations**

Donations through fees and from parents for specific activities, e.g. exercise mats. Also kind donations made by leavers this year.

**WOLLATON PARK PRE-SCHOOL**

England & Wales - Charity number 1033374

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# Accounts

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## Annual return for the year from September 1st 2020 to August 31st 2021

### ***Aims and area of operation:***

The aim of the Preschool is to provide a safe, stimulating environment for the care and education of children from the ages of two to five. We operate from rented premises in the Wollaton area of Nottingham and welcome children from Wollaton and the surrounding areas.

Sessions run every weekday during Nottingham City term time from 9.00 – 12.00 and 12.00 – 15.00 each day; with the option of a breakfast club from 8.15 until 9.00 and a lunch club from 12.00 until 13.00 for those attending the morning session. Children can stay all day from 8.15 or 9.00 until 15.00 if they choose.

There were 63 children on roll at the end of this year and we are registered to accommodate up to 35 in any one session. We have two rooms in operation, 'Acorns' for two year olds and 'Oaks' for three to five year olds.

### ***Registration Details:***

Charity Number: 1033374.

Registered Office: Kingswood Methodist Church, Lambourne Drive, Wollaton, Nottingham NG8 1GR.

We are also registered with the Early Years Alliance and OFSTED.

For details of our OFSTED reports, please use the unique reference number 254678. Our last rating by Ofsted was in April 2018, and we were rated 'good'.

We also operate under the close supervision and with the support of the Nottingham City Council Early Years Team, who facilitate funding for a proportion of our children (generally around 60-65% of the total in attendance). Parents and carers can also pay fees on a private basis if their children are not yet eligible for this funding.

### ***Management of the Preschool***

The Preschool is managed by a voluntary management committee, primarily made up of parents and carers of children attending the Preschool, along with staff representation.

Committee members during the academic year 2020-2021 (please note these members were elected at our AGM in May 2021 which had been delayed due to Covid restrictions):

Chair:	Sylvia Oates
Treasurer:	Christopher Cheeseman
Secretary:	Kieran Lalli
Committee members:	Rebecca Jackson Emma Robinson

Preschool Supervisor  
& Committee member: Gemma Beck

We operate under the standard constitution of the Early Years Alliance, with committee members elected annually through a system of proposals and seconding at the Annual General Meeting by members of the previous committee.

## ***Achievements during the year***

Having weathered the coronavirus pandemic, we were delighted to open fully again to all of our children in September 2020. Despite further country wide lockdowns we, along with other early years providers, stayed open to support our families.

Numbers were very healthy throughout the year, with our older 'Oaks' room being at full capacity most mornings of the week from very early in the year. We also saw an increase in people taking up the 30 hours funding offer and using Tax Free Childcare to pay for their fees.

Fundraising initiatives were still affected by the pandemic as we limited gatherings, but we had a very successful sponsored 'scoot to preschool' in March which raised over £1,000 and a lovely Christmas project painting mugs for family and friends. As always, we'd like to thank the parents, carers and other family members for their ongoing support of preschool and our fundraising throughout the year. Money from fundraising was spent on improving our learning environment with more natural play resources and extending our library of books.

We also invested in our team this year, supporting training initiatives for continued professional development, one of the most important courses being a 'mental health first aider' qualification one member of staff. We are using this as a springboard to develop support for parents and carers as well as for our children and the staff team.

## ***Accounts for the year from September 1st 2020 to August 31st 2021***

Please see these attached as a separate document. These have been independently examined by the Preschool Accountant, HJ Burton Accountants Ltd, and approved at the Annual General Meeting held on November 30<sup>th</sup> 2021.

Following a deficit the year before, we were pleased to make a small surplus, which will be used in 2021/ 2022 towards the costs of replacing the play surfacing in the outdoor area. We also took the opportunity this year to invest in new educational resources and mobile library and storage units to improve our provision.

We retain the savings and reserves from previous years of over £74,000. Our reserve policy states we should retain three months of running costs and the statutory redundancy payments in case of closure, which equates to just under £45,000 at costs calculated in 2020.

For the remaining money in our savings, we had planned a number of new initiatives including developing the outdoor area and improving our office space. The pandemic meant this spend was delayed, but plans are now in place for these projects to take place in the 2021-2022 academic year.

Thank you for reading this report and your interest in our preschool. If you have any queries please do not hesitate to contact us via email at [wollatonparkpreschool@gmail.com](mailto:wollatonparkpreschool@gmail.com) or telephone 0115 837 6420 during Nottingham City term times.

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDING 31ST AUGUST 2021**

	2021	2020
	£	£
<b><u>INCOME</u></b>		
NCC Funding	108,831	84,739
Private fees including Tax Free Childcare	33,301	29,039
Fund Raising	1,455	475
Donations through fees	340	688
SEND/DAF	1,539	775
Bank Interest	6	27
Government Grants - Job Retention Scheme	0	5,494
	145,473	121,237
<b><u>EXPENDITURE</u></b>		
Wages and National Insurance	104,858	94,757
Employers Pension Contributions	2,656	2,029
Rent	15,689	10,916
Insurance	926	926
Telephone and Internet	437	473
Repairs and Maintenance	722	144
Accountancy and Professional fees	1,371	1,345
Milk and Snacks	513	351
Fixtures and Fittings	3,478	1,205
IT Equipment and Software	650	1,566
Consumables	6,349	4,409
Marketing and Publicity	89	373
Training Courses	1,192	406
DBS Checks	197	126
Membership Fees	370	370
Educational Resources	2,920	1,072
SEND/DAF	0	-
Famly	1,591	994
	144,008	121,462
<b><u>Surplus/(Deficit) for the year</u></b>	1,465	-225

Bank Balances 01 September 2020	73135
<u>Add Surplus of Payments over Receipts</u>	<u>1465</u>
	<u>74600</u>

Bank Balances 31 August 2020

Bank Current Account	-864
Bank Deposit Account	<u>75464</u>
	<u>74600</u>

#### ACCOUNTANTS CERTIFICATE

I have prepared the Receipts and Payments account overleaf for the year ended 31 August 2021 from the books and vouchers of the Wollaton Park Pre-School Playgroup and from information and explanations supplied to me by the Treasurer.



H J Burton Accountants Ltd

105 – 107 Green Lane  
Ockbrook  
Derbyshire  
DE72 3SE

24 November 2021

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDING 31ST AUGUST 2021**

**1. Consumables and Office stationery**

Consumables Settings		1672
Consumables Settings Cleaning PPE	Cleaning and hygiene including PPE costs	2225
Consumables Arts and crafts	Everyday items used by the children e.g. Paint and paper	1192
Consumables Office		1260
		<u>6349</u>

**2. Fixtures and Fittings**

Larger items not directly used as play equipment e.g. tables and chairs.

**3. Membership fees**

	Ofsted registration	220
	ELA Membership	115
	Information Commissioners Office	35
		<u>370</u>

**4. Other Donations**

Donations through fees and from parents for specific activities, e.g. exercise mats. Also kind donations made by leavers this year.



**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDING 31ST AUGUST 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b><u>INCOME</u></b>		
NCC Funding	108,831	84,739
Private fees including Tax Free Childcare	33,301	29,039
Fund Raising	1,455	475
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Bank Deposit Account	<u>75464</u>
	<u>74600</u>

#### ACCOUNTANTS CERTIFICATE

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H J Burton Accountants Ltd

105 – 107 Green Lane  
Ockbrook  
Derbyshire  
DE72 3SE

24 November 2021

**WOLLATON PARK PRE-SCHOOL PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDING 31ST AUGUST 2021**

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**WOLLATON PARK PRE-SCHOOL**

England & Wales - Charity number 1033374

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# Accounts

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## Annual return for the year from September 1st 2019 to August 31st 2020

### ***Aims and area of operation:***

The aim of the Preschool is to provide a safe, stimulating environment for the care and education of children from the ages of two to five. We operate from rented premises in the Wollaton area of Nottingham and welcome children from Wollaton and the surrounding areas.

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There were 61 children on roll this year and we are registered to accommodate up to 35 in any one session. We have two rooms in operation, 'Acorns' for two year olds and 'Oaks' for three to five year olds.

### ***Registration Details:***

Charity Number: 1033374.

Registered Office: Kingswood Methodist Church, Lambourne Drive, Wollaton, Nottingham NG8 1GR.

We are also registered with the Early Years Alliance and OFSTED.

For details of our OFSTED reports, please use the unique reference number 254678. Our last rating by Ofsted was in April 2018, and we were rated 'good' in all areas.

We also operate under the close supervision and with the support of the Nottingham City Council Early Years Team, who facilitate funding for a proportion of our children (generally around 60-65% of the total in attendance). Parents and carers can also pay fees on a private basis if their children are not yet eligible for this funding.

### ***Management of the Preschool***

The Preschool is managed by a voluntary management committee, primarily made up of parents and carers of children attending the Preschool, along with staff representation.

Committee members during the year 2019-2020:

Chair:	Sylvia Oates
Treasurer:	Kieran Lalli
Secretary:	Ruth Noutch
Committee members:	Rebecca Jackson Emma Robinson

Preschool Supervisor  
& Committee member: Gemma Beck

We operate under the standard constitution of the Early Years Alliance, with committee members elected annually through a system of proposals and seconding at the Annual General Meeting by members of the previous committee.

## ***Achievements during the year***

We count ourselves as very fortunate to have weathered the storm of the coronavirus pandemic during this year and would like to thank everyone involved with our preschool – staff, committee members, volunteers, parents, carers and other members of the local community; for their support and understanding during the year.

The Autumn term in 2019 saw us open as usual of course, culminating in a Christmas party and disco for all of our children which was very well attended and enjoyed by all. Expansions to the building we run from also meant we could run a daily café in a new lobby area for parents and carers to enjoy a free drink and a cake on dropping off their children – a lovely opportunity for people to get together and have a chat. We also held our first formal parent and carers evening in October, welcoming the vast majority of our families to speak to their key workers about their child's progress and for the children to enjoy crafts and games.

The Spring term saw restrictions and risk assessments gradually being put into place due to the pandemic, culminating to us closing to all but the children of key workers in March 2020. We remained open in this manner for just two weeks however as the small number of these families decided they no longer needed our support.

Our entire staff team then worked from home for April, liaising with parents and carers to offer advice on learning, suggestions for activities, links to online learning; and even posting out sunflower seeds for the children to plant. Our online communication system 'Family' was invaluable in being able to send messages on a regular basis and our keyworkers also phoned and emailed parents and carers to chat about how their child and their family were managing during lockdown. Staff also took the opportunity to update records, plan and develop new activities and undertake online training and development courses which have benefited us greatly since our return.

From the start of May until the end of June we had no option to scale this provision down as our income would not support the payment of the whole team for the extended period. This meant all but the four members of the management team were placed on furlough. The management team continued to liaise with parents and carers, and of course kept the preschool operational during this short time.

The final week of June saw us reopen to a limited number of children from keyworker families for four weeks until the start of the summer holidays. One practitioner returned from furlough to support the management team in this return and we were delighted to return to welcome the children back, we just wished it could have been for more of our families.

We ran in 'bubbles' in each room to prevent infection and of course implemented a strict regime of cleaning and hygiene in line with our risk assessment. Many of the parents and carers commented how lovely it was to return, even under such difficult and limited circumstances, and we are grateful to them, and those families who were unable to attend, for their support and understanding during these times.

Moving forward, thankfully, we have been fully operational and open to all of our children since September 2020 and have not had to close for any reason.

## ***Accounts for the year from September 1st 2019 to August 31st 2020***

Please see these attached as a separate document. These have been independently examined by the Preschool Accountant, Mr. Ian Pretty, and approved at the Annual General Meeting held online in May 2021.

Given the year we have faced, we were pleased to report only a small deficit for the year of just under £225. We were fortunate that Early Years funding remained in place during lockdown for all eligible children and this meant we could continue to pay a number of staff to work at home during the period to facilitate learning and develop new plans for the preschool, as mentioned above. Sadly, closure did mean the loss of all of our privately paid fees for the period, to counter this we took advantage of the furlough scheme for some practitioners for three months in May, June and July to preserve our finances. Our principal income is from funding and fees in direct payment of childcare, with a smaller element made up from donations from parents and carers for activities such as a gardening project, and fundraising.

Spend and spending categories remained broadly similar to that of previous years. We were very fortunate that our landlords did not charge any rent during the period we were closed, and offered a reduction for the short time we returned at the end of the year. We are very grateful to the Kingswood Methodist Church for this consideration.

We did take the opportunity this year to invest in new information technology in the form of new laptops for the staff to easier access the 'Family' online communication and management system we started to use in 2018. These also proved of great benefit in supporting staff in working from home during lockdown.

We retain the savings and reserves from previous years of over £73,000 which also left us in a strong position to manage the effects of the pandemic. Our reserve policy states we should retain three months of running costs and the statutory redundancy payments in case of closure, which equates to just under £45,000 at costs calculated in 2020.

For the remaining money in our savings, much of which was raised by a very successful year in 2018/2019, we had planned a number of new initiatives including developing our outdoor area and improving our office space. Sadly, the pandemic and limited access to the building even after lockdown ended meant these had to be delayed. We hope to look at these again in 2020-2021, including completely resurfacing our outdoor area and buying a range of new play equipment and resources for outside in particular.

Thank you for reading this report and your interest in our preschool. If you have any queries please do not hesitate to contact us via email at [wollatonparkpreschool@gmail.com](mailto:wollatonparkpreschool@gmail.com) or telephone 0115 837 6420 during Nottingham City term times.

# WOLLATON PARK PRE-SCHOOL PLAYGROUP

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2020

	<u>£</u>	2019 <u>£</u>
<b>RECEIPTS</b>		
NCC Funding	84738.54	88595.03
Private Fees including Tax Free Childcare	29039.00	41765.05
Coronavirus Job Retention Scheme	5493.58	-
Fund Raising	475.32	445.29
Donations through fees	687.50	655.50
SEND / DAF	775.34	4279.84
Milk Rebate	-	120.90
Bank and Building Society Interest	<u>27.38</u>	<u>22.64</u>
	<u>121236.66</u>	<u>135884.25</u>
<b>PAYMENTS</b>		
Wages and National Insurance	94756.63	84009.18
Employers Pension Contributions	2029.23	1700.03
Rent	10915.64	15185.59
Insurance	926.07	917.08
Telephone & Internet	472.84	452.40
Repairs and Maintenance	144.00	-
Accountancy and Professional Fees	1345.00	890.00
Milk and Snacks	351.10	462.33
Fixtures and Fittings	1205.26	633.89
IT Equipment and Software	1566.09	-
Consumables	4409.11	3875.26
Marketing & Publicity ( inc. website )	372.83	363.52
Training Courses	406.10	855.30
DBS Checks	126.39	208.97
Membership Fees	370.00	367.00
Educational Resources	1071.72	832.02
SEND / DAF	-	4279.84
Family	<u>993.60</u>	<u>496.80</u>
	<u>121461.61</u>	<u>115529.21</u>
<b>SURPLUS OF RECEIPTS OVER PAYMENTS</b>	<b>( <u>224.95</u> )</b>	<b><u>20355.04</u></b>

<b>Bank Balances 01 September 2019</b>	<b>73359.43</b>
<b><u>Less Surplus of Payments over Receipts</u></b>	<b><u>224.95</u></b>
	<b><u>73134.48</u></b>

**Bank Balances 31 August 2020**

<b>Bank Current Account</b>	<b>17677.59</b>
<b>Bank Deposit Account</b>	<b><u>55456.89</u></b>
	<b><u>73134.48</u></b>

**ACCOUNTANTS CERTIFICATE**

I have prepared the Receipts and Payments account overleaf for the year ended 31 August 2020 from the books and vouchers of the Wollaton Park Pre-School Playgroup and from information and explanations supplied to me by the Treasurer.

**I. M. PRETTY ACCOUNTANTS LIMITED**

**26 Sidney Road  
Beeston  
Nottingham  
NG9 1AN**

**22 October 2020**



#### 4. FUND RAISING

<b>Christmas Party</b>	<b>683.00</b>
<b>Easy Fundraising</b>	<b>64.10</b>
<b>Photographs</b>	<b>33.56</b>
<b>Cake Sale</b>	<b><u>34.60</u></b>
	<b>815.26</b>
<b><u>Less Expenses on Christmas Party</u></b>	<b><u>339.94</u></b>
<b>Total</b>	<b>475.32</b>

#### 5. OTHER DONATIONS

**Donations through fees and from parents for specific activities, eg. exercise mats. Also kind donations made as a thank you by the families of leavers this year.**

# WOLLATON PARK PRE-SCHOOL PLAYGROUP

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2020

	<u>£</u>	2019 <u>£</u>
<b>RECEIPTS</b>		
NCC Funding	84738.54	88595.03
Private Fees including Tax Free Childcare	29039.00	41765.05
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Bank and Building Society Interest	<u>27.38</u>	<u>22.64</u>
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Accountancy and Professional Fees	1345.00	890.00
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Family	<u>993.60</u>	<u>496.80</u>
	<u>121461.61</u>	<u>115529.21</u>
 <b>SURPLUS OF RECEIPTS OVER PAYMENTS</b>		
	<u>( 224.95 )</u>	<u>20355.04</u>

<b>Bank Balances 01 September 2019</b>	<b>73359.43</b>
<b><u>Less Surplus of Payments over Receipts</u></b>	<b><u>224.95</u></b>
	<b><u>73134.48</u></b>

**Bank Balances 31 August 2020**

<b>Bank Current Account</b>	<b>17677.59</b>
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**I. M. PRETTY ACCOUNTANTS LIMITED**

**26 Sidney Road  
Beeston  
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NG9 1AN**

**22 October 2020**



#### 4. FUND RAISING

<b>Christmas Party</b>	<b>683.00</b>
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	<b>815.26</b>
<b><u>Less Expenses on Christmas Party</u></b>	<b><u>339.94</u></b>
<b>Total</b>	<b>475.32</b>

#### 5. OTHER DONATIONS

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