



## **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
	<hr/> 145,473	<hr/> 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
	<hr/> 144,008	<hr/> 121,462
<b><u>Surplus/(Deficit) for the year</u></b>	<hr/> 1,465	<hr/> -225

Bank Balances 01 September 2020  
Add Surplus of Payments over Receipts

73135  
1465  
74600

Bank Balances 31 August 2020

Bank Current Account  
Bank Deposit Account

-864  
75464  
74600

#### 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.



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