



Stoke Holy Cross Preschool Trustees' Report

After a really difficult academic year 2019-2020, due to the pressures of the Covid 19 pandemic, the preschool team were ready to return hoping that this academic year might bring more stability for staff and families.

During the summer of 2020 we recruited a new assistant, Karina King, to replace Kay Morgan. Karina settled into the team well and became a strong member of our workforce.

Unfortunately we had to close preschool at the end of September due to a member of staff contracting Covid 19. We followed all government guidelines during this uncertain time. November saw another National lockdown which didn't result in any reduced hours for preschool but we did see a decrease in numbers of children attending. As a team we wanted to support families with the decisions they had to make about preschool attendance. We talked and listened to families and their concerns, and hope all felt comfortable with the decisions they made. Christmas was definitely a quieter affair, but there was a certain magic in the air when all staff dressed up as Christmas elves for the final week. The look of sheer delight on the children's faces was lovely.

At the beginning of January 2021 Boris Johnson made another announcement that we were to have another National Lockdown and that all school were to close except to Keyworkers but that all Early Year Provisions were to stay open for all families. We had one day as a team to contact families with their views and requirements and then we reopened on the 6th January.

Victoria Weston handed in her resignation in April and we successfully recruited Emma Stolner. Emma had already approached us for work experience to support her apprenticeship in Early Years Education and once we had met her we knew she was an extremely strong candidate for this post. Emma is a valued member of our team and continues to grow in confidence and knowledge as an Early Years Practitioner.

It was Easter before we saw the majority of our children return to preschool, as a team we were delighted to see them again. By this time all Covid 19 risk assessments and safety routines were well established. Unfortunately we had to close again due to another outbreak of Covid 19 within our team. All protocols

were followed and we felt confident in our actions, these were also supported by numerous call to Public Health, the Department for Education and the Early Years advisors at Norfolk County Council. We wanted to make the end of term special for the school leaver's and so we decided to go ahead with a Sports Day and a Leaver's Day celebration. We thought carefully how these could be achieved safely, and both occasions were a great success.

At the beginning of July the Pre-School Manager, Hazel Yuill, handed in her notice. Karen Blazer was interviewed for the Manager's post in the summer and we were delighted to offer her the post. She took over September 2021 and is already proving that she has the right attributes to make her a very strong leader and manager. The preschool team is in the process of recruiting a new Deputy.

This academic year has started really positively. The children have settled really well and separation from family has been much easier than anticipated. As a team we were expecting the lockdowns and restrictions that all families have experienced to have had more of a negative impact, but thankfully this has not been evident. Friendships have been developing and good relationships between staff, families and children are growing well.

The trustees would like to thank all the staff members who have worked so hard during a very challenging year and also the committee, who have been few in number but have really supported and helped us through this difficult year.

Admissions : September 2021

We have begun this academic with a high intake, we will also have another intake in January 2022.

By January 2022 numbers should be as follows:

Monday 15 children (1 space available)

Tuesday 14 children (2 spaces available)

Wednesday 15 children (1 space available)

Thursday 15 children (1 space available)

Friday 16 children (0 spaces available)

There has been a couple of inquiries from families moving into the area so hopefully these spaces will be filled

Stoke Holy Cross Pre-School Playgroup

Charity Number: 1033659				
Receipts and Payments Account for the year ended 31st August 2021				
	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	LAST YEAR
	£	£	£	£
Receipts				
Fees from Parents	11167.50	0.00	11167.50	6413.00
Government Funding	42145.97	0.00	42145.97	36965.63
Grosss Fundraising proceeds and donations	814.02	0.00	814.02	1540.50
Other Income	0.00	0.00	0.00	700.00
TOTAL RECEIPTS	54127.49	0.00	54127.49	45619.13
Payments				
Wages	45266.18	0.00	45266.18	38010.77
Toys, Equipment & Activities	310.94	0.00	310.94	221.99
Food, Snacks & Drinks	186.77	0.00	186.77	141.00
Insurance	458.96	0.00	458.96	404.53
Rent of Village Hall	3952.50	0.00	3952.50	3214.70
Electricity & Heating	400.00	0.00	400.00	347.00
Uniform	58.20	0.00	58.20	0.00
Office & Administration Expenses	947.45	0.00	947.45	856.75
Cleaning	89.58	0.00	89.58	105.05
Other Expenses	137.16	0.00	137.16	237.39
Fee Refund	219.00	0.00	219.00	0.00
Annual Subscriptions	115.00	0.00	115.00	115.00
Fundraising Expenses	0.00	0.00	0.00	358.50
Training	90.00	0.00	90.00	681.00
TOTAL PAYMENTS	52231.74	0.00	52231.74	44693.68
NET RECEIPTS / (PAYMENTS)	1895.75	0.00	1895.75	925.45
Cash funds brought forward	29403.12	0.00	29403.12	28477.67
Cash funds carried forward	31298.87	0.00	31298.87	29403.12

Statement of Assets and Liabilities at 31st August 2021				
	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	LAST YEAR
Cash Funds	£	£	£	£
Barclays current account	31298.87	0.00	31298.87	29403.12
Petty cash held	-	-	-	-
	31298.87	0.00	31298.87	29403.12
Assets retained for the charity's own use				
The majority of assets held are toys and equipment.				

Stoke Holy Cross Pre-School Playgroup

Charity Number: 1033659

Independent Examiner's Report to the Trustees of stoke Holy Cross Pre-school Playgroup

I report on the accounts of the Pre-school for the year ended 31st August 2021

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the Act: and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met, or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *N. Fowler*

Name: Nicola Fowler

Relevant professional qualification or body: FCCA, LTA

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Date: 09/05/22