



Stoke Holy Cross Preschool Trustees' Report

Jenny Wilkinson took on the role of Chairperson of the Pre-school committee at the AGM meeting held in September 2021. This was shortly after Hazel, the then manager, resigned and the promotion of Karen to the role of manager. Collectively we have a strong group with much to offer the children and community we serve.

This has been a very busy but rewarding year. There have been many challenges often characteristic of a small rural pre-school. We would like to take this opportunity to thank you all for your hard work and dedication. We have achieved a great deal in just one year but there is still much to do in terms of numbers on role, staffing and sustaining the Pre-school in turbulent and uncertain times.

On a positive note, these are just some of our achievements:

- 1) Documentation review - thanks for our recently departed deputy manager, Maryanna for all that she did to update these
- 2) Website improvements and 'going digital' with our filing systems with a smooth, efficient transition to One Drive
- 3) Successful fundraising/financial management
- 4) Reviewing Areas of Development from Ofsted 2019
- 5) Emma successfully completing her training and is now fully qualified
- 6) All staff are up to date with mandatory training
- 7) Initial steps taken to strengthen community links with the Parish Council

We are mindful that many of the older children moved this September to primary school and the impact this has had on the financial security of the Pre-school, especially during a year of low intake. Meetings have taken place to look at what steps can be taken to address this. Our attendance at the Parish Council meeting in October will enable us to address our concerns, demonstrate how we have responded and ask for community support to see us through this coming year to the 2023/24 academic year which promises a healthier intake and should provide financial stability.

We have much to be proud of and we can clearly demonstrate our worth, the quality of our staff and their commitment to providing our children with an inclusive, nurturing, quality early years provision. Karen as our Manager should, with support, feel confident in demonstrating the positive steps that have been taken to maintain our 'Good' Ofsted rating.

There is no doubt that challenging times lie ahead, but we can show the actions we have taken to mitigate the risk of our Pre-school closing. We hope that with support from the community the Pre-school can see its way through the next twelve months and thrive again in the future.

Karen, Emma and Rachel attended a babysdays course on the new EYFS at the beginning of September.

Numbers of children taking up spaces were good but we still had a few spaces.

We started our fundraising events with an Autumn story café.

December saw a rise in covid cases so we were not able to visit the primary school for the Nativity and we had to cancel our Christmas fair which was a massive shame as the committee worked really hard to organise it. We did manage to run our craft and bake session which was well attended and finished the Christmas term with a gift left by Santa.

January saw new children starting and more sessions being taken up by existing children.

By Easter Monday, Wednesday and Thursday sessions were full, Tuesday we had one space and Friday had 13 (our maximum being 16 children)

At the end of January we had to close the Preschool for a week due to two members of staff contracting covid.

During the spring term we did parent meetings, did a world book day story café. The staff finally had a Christmas night out (in feb).

In April the staff got together and tidied the storage cupboard and we trialled 2 days of holiday club which was taken up by a few children but not enough to run both weeks that we originally advertised.

During the Spring term we booked into and got lots of essential training done. I attended a fire safety course and some management courses

Maryanna attended first aid and Health and Safety,

Rachel attended safeguarding and food hygiene (in the summer term)

Emma has lots of training through so schools out and we are lucky to be able to utilise this at Preschool. Emma has taken on the Health and Safety lead.

At the start of the summer term Jasmin joined us to cover a couple of days and ended up covering quite a lot as Maryanna went on long term sick leave, joining us for the last couple of days of term. We covered other days with agency staff and unfortunately had to close the preschool on a few occasions (this is something we have never had to do and are working hard not to be in this situation again)

We met with our Early years advisor at the start of the Summer term, who has been very helpful, and is someone the committee can go to, to ask questions.

The Summer term was busy with a trip to Wroxham barns, the Summer Fair, Sports day and the leavers party.

We have been attending the New Hall Planning meetings through out the year and they are working hard to get the New hall built. Unfortunately due to rising building materials they are having to apply for more funding. We will hopefully hear soon if these applications have been successful.

The committee have been incredibly supportive of the preschool and are committed to supporting us and working to incorporate the changes needed to bring our preschool the space needed for future years and changing hours.

And finally the committee have been working really hard to get the new banner and flyers out and displayed to attract new families.

Stoke Holy Cross Pre-School Playgroup

Charity Number: 1033659				
Receipts and Payments Account for the year ended 31st August 2022				
	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	LAST YEAR
	£	£	£	£
Receipts				
Fees from Parents	9679.00	0.00	9679.00	11167.50
Government Funding	50069.29	0.00	50069.29	42145.97
Grosss Fundraising proceeds and donations	3185.85	0.00	3185.85	814.02
Other Income	158.50	0.00	158.50	0.00
TOTAL RECEIPTS	63092.64	0.00	63092.64	54127.49
Payments				
Wages	52353.47	0.00	52353.47	45266.18
Toys, Equipment & Activities	617.86	0.00	617.86	310.94
Food, Snacks & Drinks	202.59	0.00	202.59	186.77
Insurance	510.88	0.00	510.88	458.96
Rent of Village Hall	4591.70	0.00	4591.70	3952.50
Electricity & Heating	400.00	0.00	400.00	400.00
Uniform	57.80	0.00	57.80	58.20
Office & Administration Expenses	1981.10	0.00	1981.10	947.45
Cleaning	114.73	0.00	114.73	89.58
Other Expenses	665.88	0.00	665.88	137.16
Fee Refund	0.00	0.00	0.00	219.00
Annual Subscriptions	271.00	0.00	271.00	115.00
Fundraising Expenses	67.76	0.00	67.76	0.00
Training	1042.00	0.00	1042.00	90.00
TOTAL PAYMENTS	62876.77	0.00	62876.77	52231.74
NET RECEIPTS / (PAYMENTS)	215.87	0.00	215.87	1895.75
Cash funds brought forward	31298.87	0.00	31298.87	29403.12
Cash funds carried forward	31514.74	0.00	31514.74	31298.87

Statement of Assets and Liabilities at 31st August 2022				
	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	LAST YEAR
Cash Funds	£	£	£	£
Barclays current account	31514.74	0.00	31514.74	31298.87
Petty cash held	-	-	-	-
	31514.74	0.00	31514.74	31298.87
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 2022

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, NJF Accounts Ltd

Relevant professional qualification or body: FCCA CTA

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Date: 17/05/23