



Managers' Report 2021-2022

Hello everyone and thank you all for coming.

My name is Lesley Hicks; I have been working here as Manager at West End since 2014 and I have been working in the early year's sector for over 25 years.

I am passionate about improving the outcomes for children and to be able to give them an early year's experience that is filled with 'awe and wonder' hopefully this will help children have a zest for learning and set them on the road to lifelong learning. When I first started, I aspired to share my passion into the team and together we moved forward make changes to enhance our quality of practice which ultimately resulted in us receiving an outstanding Ofsted judgement in January 2018.

This past year has been a bit of a roller coaster ride, with lots of celebrations and sadly some difficult times.

We started the year as a team reviewing our Core values and refining our vision for the pre-school and our children. The ethos being very much centred on the children and being outside as much as we can.

Just to give you a reminder, our vision is:

To foster a love of learning

Nurture curiosity

Challenge children's thinking

Extend their knowledge

Appreciate the Natural World

Ensure children's wellbeing

We wanted to promote our use of natural and open ended resources and we worked as a team on our Intent for the children, how we were going to implement our Intent and what the Impact would be.

Charlotte will go into more detail how the activities and experiences we provided this year has fed into our vision and supported the children's learning

West End Pre-School



From this our development plan focused predominantly on our environment, partnership with parents and personal social and emotional development for children and the team.

This resulted in us making changes in the summer to the inside environment. We wanted to open up the space and make it feel more homely, a space where children would feel relaxed, secure and ready to build relationships with the adults and the other children. We knew that this relaxed environment would set them up ready to learn.

We also reintroduced home visits as part of our settling in process for our new children, myself and the member of staff who is the child's key person made the visits, thank you very much to those parents, you made us feel so welcome. . . . Together, combined with our summer stay and play session, Teddy Bears picnic and having parents into pre-school to support their child during the sessions made such a positive impact for the children and helped them to settle into pre-school quicker.

I give my thanks to my staff team, because without their resilience, commitment and support we would not be where we are today. They ensure our vision is carried through to our teaching and learning for the children that they are at the heart of everything we do here.

To Charlotte, who continues to bring her passion, knowledge and experience to preschool, the in the moment learning she provides for the children is outstanding and the children are keen to participate and soak up all the learning she imparts.

To Teresa who wears many hats and like all of the team often goes over and beyond her duties, all of the children benefit from Teresa's expertise and knowledge but more so those children that may have some additional needs, she works tirelessly with me to get the extra support and funding for them and ensures that they are supported appropriately so that they are included in all aspects of the activities and routines in pre-school.

To Lauren, who is on a journey of achieving early year's professional status once she has finished her early year's degree. Her energy and vibrancy is infectious, and she has done so well to balance uni work with the roles and responsibilities of her job. To Julie, who has completed bespoke training this year to specifically work with our two year olds, Julie and Lauren work together with some of our very little children, providing the nurturing and care and early learning in the prime area our tiny tots need.

West End Pre-School



To Heather our current Treasurer and a valuable member of the team, she is currently working 1-1 with one of our children. Heather is very supportive to me as Treasurer and to the team, working alongside them three days a week. Nothing ever seems too much trouble for Heather and it takes a special kind of person to be able to come into preschool and just get on with things. Heather is the under-pinning support a setting needs.

Lastly but not least Lisa, who recently joined us as a lunch time supervisor, she has fitted into the team amazingly well and the children look forward to seeing her every day as they rush to greet her when she comes in.

I would also like to take this opportunity to pay tribute to our colleague and dear friend Zoe Andrews who sadly passed away suddenly in February. Zoe was such a valuable member of the team; she loved being outdoors and would always be able to think outside of the box when providing activities for the children, her ideas certainly provided the children with a sense of awe and wonder. The children loved Zoe's 'challenge' time! Zoe was always very positive and enthusiastic about wanting to make a difference to the children who come to West End Pre-school, we certainly miss her.

We said goodbye to Caroline at the end of last year but I am pleased to say that we have recruited a new member of staff, 'Stacey Wells' who will be joining us after Christmas. Stacey has recently moved into the area, and will be a key person to some of our new children starting with us in the New Year. I am short you will join us in welcoming her into the team.

I feel privileged to have such a great team working alongside me and we will never underestimate their contribution and value to West End pre-school.

Committee

I would like to say thank you to all the committee, those who are standing down and those who are signing up for another year, on behalf of myself and all the staff we would very much like to thank them for their support, commitment and for consistently championing the pre-school out in the community. I would like to say thank you to Louise Le Moignan, Kate Ansell and Heather Brown who are the officers of the committee and have specific responsibilities.

A huge thank you to Harriet leading the way on fundraising, we have raised a fabulous £2039.43, much of this money was invested back into the pre-school to provide, equipment, resources and experiences for the children such as, Millie and Milo puppet show .

A lot of work goes on behind the scenes by the committee- Charity Commission returns, Policy reviews, fundraising etc. and without you all, there would not be a Pre-School, your time and commitment are so very much appreciated!

Several of our committee members are looking to step down after being on the committee for two year's. We are looking to welcome anyone who would like to be a member of the committee, to help with fund raising, marketing or our website; In order to keep the pre-school open and running and to meet the requirements of our Constitution and the Charities commission we must have a minimum of 5 members of which 60% need to be parents. There will be an opportunity this evening for parents to be voted onto the committee.

Finance Report

The accounts for 2021-22 have been audited by Beverley du Crow, Treasurer of the Hilldene and our thanks go out again to her. The report back from the auditor was signed as a true reflection of our income and expenditure for the year 2021/22. Copies of the accounts /budgets are available on request.

Financially the impact of Covid 19 for us as a pre-school was immense, and we are still recovering from that. Last year and again this year the increase in the national living wage on top of cost of living and utility increases plus the additional expense of using an external cleaner twice a week, means that it is hard for us to ensure we are sustainable for the future. On a positive note our wages bill is on a par from last year but it would be so much more positive if we could afford to pay the staff what they are truly worth.

We have a contingency fund which will give us 6 months running cost if needed, however it is still really important that we continue to market and champion the pre-school and word and mouth is the best way to do this in order to ensure that we have a substantial amount of new children starting in September 2023.

Points to note:

Wages are on a par from 2020-2021

£576.00 from sale of equipment in July was not paid in until end of August so is not shown but is included in the overall fund raising amount.

West End Pre-School



Training and Annual subscriptions were higher than last year as I had to renew staff statutory safeguarding and first aid training.
Pension payments increased with changes to national insurance.
Repairs expenditure is at zero as we have utilized someone who does our repairs and maintenance voluntarily.

So just to recap, this new financial year will as always, be a challenge to ensure we keep within our overall budget without exceeding it too much! As a Charity, we need to ensure that we are financially sustainable, and any profits made after this is fed back into the preschool to help with future sustainability, staff wages and training, and resources and equipment for the benefit of improving the outcomes for the children.

Provisional 2022 / 2023 forecasts and budgets will be drawn up, and these budgets will be ready to be reviewed and agreed at the first committee meeting after the AGM.

Conclusion

West End Pre-School will continue to thrive, develop, and improve thanks to an exceptionally dedicated and enthusiastic team of Staff, Committee and our Parents and families. We are honored currently to have such a wonderful group of parents who have made up our Committee and who have been willing give up their precious time for the benefit of the Pre-School - A big thank you to you all.

It will be 5 years on 18th January since we have had our last Ofsted inspection so we may get a visit in 2023, if we do, I have every confidence that we will raise to the challenge and celebrate with the inspector everything that we have achieved and do for the benefit of our children and families.

I would like to now hand over to Charlotte ...



CONFIDENTIAL

WEST
END



Pre-School

Income and Expenditure Account

1 September 2021- 31 August 2022

I certify that this the accounts for the above period represent a true and fair view of the financial position of West End Pre-School

Signed _____

Date _____

Balances brought forward	
Current	6143.56
Savings 1	2381.66
Savings 2	19509.16
Petty cash	288.46
Subtotal	28322.84

Income	
Fees/deposits	107405.92
Grant	
Wages	
Refuse	
Photos	125.50
Donation	
Misc	26.00
Materials	
Electricity	
Sweat/Tee shirts	146.00
Fund raising	
Christmas Fundraiser	179.00
Cycle Ride	-
Carnival	-
Chocaholics	
Funday	569.70
Equipment	234.42
Misc Fundraising	-
Raffle	501.99
Pension	55.71
Materials	87.57
Interest	15.77
Food Vouchers	645.00
SubTotal	109992.58

Expenditure	
Wages	83026.39
Payroll	525.48
Pension	2490.91
Inland Revenue	6264.68
Rent	3416.16
Cleaning	3322.00
Water	324.00
Gas/Servicecare	964.19
Electricity	729.82
Telephone	1001.49
Training and annual subscription	919.38
Materials	4141.16
Insurance PPA membership	732.56
Sweatshirts	280.75
AGM	-
Photographs	172.50
Stationery	514.16
Ofsted	50.00
Fire Checks	162.00
DBS Checks	56.00
Leaving presents/flowers	-
Refuse	461.58
Repairs	-
Data Protection	35.00
Audit	33.00
Misc Pat Testing	120.00
Account fee	186.00
Food Vouchers	645.00
Fees and Funding	214.50
Human Resources	223.87
Fundraising	
Christmas	491.10
Funday	832.41
Child leaving presents	30.30
Equipment purchased	1788.14
Easter	18.00
Raffles	102.25
SubTotal	114274.78
Balances at Bank C/F	
Savings 1	1124.50
Savings 2	19521.54
Current	3099.08
Debit Card	295.52
SubTotal	24040.64

TOTAL	138315.42	TOTAL	138315.42
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CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
WEST END PRE-SCHOOL

On accounts for the year
ended

31st AUGUST 2022

Charity no
(if any)

1033708

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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:

Date:

6.12.22

Name:

BEVERLEY DU-CROW

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

Address:

LYNDAL, BALDWIN ROAD, WEST END
SOUTHAMPTON
SO30 3DZ