

Trustees' Annual Report for the period

Period start date				Period end date		
From	Day	Month	Year	To	Day	Month
	1	September	2022		31	August
				Year 2023		

Section A Reference and administration details

Charity name	Mylor Pre-school
Other names charity is known by	
Registered charity number (if any)	1036158
Charity's principal address	The School Room, Comfort Road
	Mylor Bridge
	Cornwall
Postcode	TR11 5SE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	LLOYD MARTIN	Chairperson		Pre-school Family and Affiliate Membership
2	JOANNA BURTON	Pre-school Leader		Pre-school Family and Affiliate Membership
3	REBECCA ROWE	Treasurer		Pre-school Family and Affiliate Membership
4	RUTH LAMPIER	Secretary		Pre-school Family and Affiliate Membership
5	RACHAEL CAIRNS		1/09/2022-1/05/23	Pre-school Family and Affiliate Membership
6	ABI ROWE			Pre-school Family and Affiliate Membership
7	KRYSTAL FANNING			Pre-school Family and Affiliate Membership
	JENNIE FOXELL			Pre-school Family and Affiliate Membership

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	HSBC	46 Market St, Falmouth TR11 3AA

Name of chief executive or names of senior staff members (Optional information)

Pre-school Leader - Joanna Burton

Deputy - Rachael Cairns

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Pre-school Learning Alliance (PLA) Model Constitution 2011

How the charity is constituted
(eg. trust, association, company)

Unincorporated Charity

Trustee selection methods
(eg. appointed by, elected by)

Election at Annual General Meeting plus co-option at subsequent Committee meetings

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Mylor Pre-school is a member of the Early Years Alliance which provides helpful advice and guidance as the national membership body for pre-schools.

Disclosure and Barring Scheme (DBS) Checks are carried out prior to commencement of employment or on appointment as a trustee.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the pre-school are 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 and by:

(a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

<p>(b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in local areas.</p> <p>(c) instigating and adhering to and furthering the aims and objects of the Early Years Alliance.</p>
<p>The pre-school team of qualified and experienced childcare professionals provide care between the hours of 9am and 3pm, and wrap-around between 8.30-9 a.m. to children aged from 2- 4 throughout the week during term time. All children within this age range are eligible to register with the pre-school.</p> <p>Activities within sessions are designed to give children of the Mylor Bridge community and surrounding area the opportunity to join together in learning and play in a safe and caring environment. Within the group, all children are supported in developing their potential at their own pace by means of developmentally appropriate play activities and a high level of adult support (with staff to child ratios typically lower than statutory requirements).</p> <p>We offer a curriculum which leads to nationally approved learning outcomes and prepares children to progress with confidence to the National Curriculum at the age of 5 years. We follow the Early Years Foundation Stage, set by The Department of Education, which sets out 7 areas of learning for the children.</p> <p>These are divided into two areas, the 'Prime Areas' and the 'Specific Areas'.</p> <p>The Prime Areas are:</p> <ul style="list-style-type: none"> • Personal, Social and Emotional Development • Physical development • Communication and language <p>The Specific Areas are:</p> <ul style="list-style-type: none"> • Literacy • Mathematics • Understanding the world • Expressive arts and design <p>We encourage all children to be involved by having a go, to have their own ideas and to play and explore.</p> <p>In planning the pre-school provision, we can confirm that the trustees have had regard to the Charity Commission guidance on public benefit.</p>

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

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Summary of the main achievements of the charity during the year

With 12 children having left pre-school to start school in July 2022 the new academic year started well with 20 children enrolled in September. Numbers increased steadily throughout the year, and by July there were 25 children enrolled.

We are an inclusive early years' provider and make positive steps to assist all children who need extra support. For the year 22/23 we had 2 children on the SEN register. Inclusion funding allowed us to ensure we worked over the staff to children ratio to provide the individual support needed to support areas of need. The staff work diligently to build trust and develop good relationships with parents. On several occasions over the course of the year, staff have supported families with applications for funding and schools.

Transition to Primary School

We supported 12 children in their transitions to primary schools, with the majority moving onto Mylor Bridge C.P. School and a couple of children to both Flushing C of E school and Kernow school. The excellent links with Mylor Bridge C.P. School were continued to be strengthened with staff working together to ensure a smooth transition. Regular visits to use the school hall were initiated in the Spring term and continued throughout the summer term.

Fundraising

With a new committee coming on board in October 2022 the decision was made that after a quiet year on the fundraising front due to the restrictions of the national lockdown of 2020 and beyond that the profile of the preschool and fundraising events needed to be a priority.

Mylor Christmas cards were also produced and sold with a variety of homemade goods on the Pre-school honesty stall to raise funds.

The committee organised a sponsored Welly Walk around the local gardens of Enys Gardens to encourage healthy lifestyles, provide an opportunity for parents to socialise and raise funds for the preschool. The committee also regularly ran the charity coffee and cake stall at the Mylor Craft and Produce Fair to raise funds.

During the Summer Term the Committee organised a 50th Birthday garden fair to celebrate 50 years of Mylor Preschool and previous managers of the preschool attended to celebrate this landmark anniversary.

Section E

Financial review

Brief statement of the charity's policy on reserves

As it stands at the AGM in November 2023, the reserves are £12554
The operational expenditure of the pre-school for 2022/23 was £76241

Two months of operating expenditure (circa £8,000) will continue to be kept in reserve – to cover notice and redundancy costs and if money needed.

The remaining working capital of £4554 is left to be used as a baseline in the main account, to cover any differences in timing of expenditure / income within the year and to ensure preparedness should additional costs occur.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Mylor Preschool Income and Expenditure Accounts for the year ending 31st August 2023

	2023		2022
INCOME		Income	
Funding	51499	Funding	44477
Fees	22137	Fees	7015
T-Shirts	140	T-Shirts	112
Fundraising	946	Fundraising	1405
Donations	560	Donations	75
Fruit	110	Fruit	118
Lunch	5	Lunch	15
Grants	0	Grants	1633
Easy fundraising	181	Easy fundraising	215
Wrap around	67	Wrap around	21
CC SEND Staffing	0	CC SEND Staffing	594
Sponsorship	690	Sponsorship	94
Interest	80		
Total Income	£76,415	Total Income	£55,774
Expenditure		Expenditure	
Wages	60657	Wages	48764
Rent	5253	Rent	4950
NEST	1433	NEST	989
Milk/Food/cleaning	935	Milk/Food/cleaning	1198
Materials/stationary	2741	Materials/stationary	497
Equipment	1366	Equipment	1198
Accounts/Payroll	609	Accounts/Payroll	448
Telephone	1428	Telephone	1558
Subscriptions	134	Subscriptions	625
Insurance	754	Insurance	733
OFSTED/Disclosure fees	112	OFSTED fees	50
Training	215	Training	60
Postage	11	Postage	4
Garden Maintenance	200	Garden Maintenance	280
Repairs and maintenance	200	Laptop	319
Bank fees	61	Repairs and maintenance	224
Website/Advertising	132	Bank fees	43
		Fee refund	65
	£76,241		£62,005
Operating (loss)/profit	£174	Operating (loss)/profit	-£6,231
Carried forward 31/08/2021	£12,380	Carried forward 31/08/2021	£18,611
Total Reserves	£12,554	Total Reserves	£12,380
Represented by:		Represented by:	
Bank Account	£2,879	Bank Account	£3,645
Deposit Account	£3,562	Deposit Account	£3,524
Interest Reserve Account	£3,212	Interest Reserve Account	£3,178
Fundraising Account	£2,289	Fundraising Account	£1,919
Petty Cash	£612	Petty Cash	£114
	£12,554		£12,380

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF MYLOR PRE-SCHOOL PLAYGROUP

I report on the accounts of the trust for the year ended 31st August 2023, which are set out on the attached pages.

Respective responsibilities of the trustees and the examiner

The Charities trustees are responsible for the preparation of the accounts. The charities trustees consider that an audit is not required for this year under section 144(2) if 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;
- To state whether particular matters have come to my attention.

Basis of independent examiners 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 an audit and consequently no opinion is given as to whether the accounts present and 'true and fair' view and the report is limited to matters set out in the statement below.

Independent examiners 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 2011 Act; and
 - To prepare account which accord with the accounting records and to 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 reached.

Claire Martin

Claire Martin – MAAT
Date: 20.10.23