

COURTNEY LADYBIRDS PRE-SCHOOL

England & Wales · Charity number 1036160

Details

Other names	LADYBIRD PLAYGROUP (KINGSWOOD), LADYBIRD PRE-SCHOOL, COURTNEY LADYBIRDS PRE-SCHOOL
Status	Registered
Legal form	Other
Registered	1994-04-12
Register	View on the Charity Commission register

Contact

Address	Courtney Primary School Courtney Road Bristol BS15 9RD
Phone	01179353022
Email	courtneyladybirds@yahoo.com
Website	http://www.courtneyladybirds.org.uk/

Activities

Objects: 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;(B) ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS;(C) INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: We are a pre-school who work in the Kingswood area of Bristol. The pre-school have just been given "GOOD" by ofsted, which is fantastic.

Classification

- **How:** Provides Human Resources
- **What:** Education/training
- **Who:** Children/young People

Geography

- Bristol City
- South Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£176,762	£177,561	-	-
2023-08-31	£125,662	£134,189	-	-
2022-08-31	£135,114	£158,463	-	-
2021-08-31	£119,606	£100,552	-	-
2020-08-31	£102,799	£99,303	-	-

Trustees

Name	Role	Appointed
Amy Smith	Chair	2024-07-08
Kayleigh Burnham		2024-07-08
Rebecca Harvey		2024-07-08
Robert Cupper		2025-09-24
Samantha Harvey		2025-06-30

COURTNEY LADYBIRDS PRE-SCHOOL

England & Wales - Charity number 1036160

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month September	Year 2023		Day 31	Month August	Year 2024

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Courtney Primary School
Courtney Road
Bristol
Postcode BS15 9RD

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	Amy Smith	Chair		
2	Kayleigh Burnham	Secretary	Appointed 08/07/2024	
3	Samantha Harvey	Treasurer		
4	Rebecca Harvey		Appointed 08/07/2024	
5	Kelly Lewton		Appointed 08/07/2024	
6	Robert Cupper		Appointed 24/09/2025	
7	Hannah Bishop		Resigned 30/06/2025	
8	Kirstin Dolman		Resigned 08/07/2024	
9	Hayley White		Resigned 08/07/2024	
10	Nicola Barret		Resigned 08/07/2024	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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
Independent examiner	Dunkley's and Co Chartered Accountants	Woodlands Grange, Woodlands Lane, Bradley Stoke, Bristol BS32 4JY

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Deed of trust dated 26 January 1994, amended 17 December 2009.
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	The charity recruits new trustees at their AGM, and 90% of the current trustees must be parents/carers. Potential new trustees will be reviewed using Disclosure and Barring Service checks, and voted upon by the Committee before being appointed as trustees.

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.

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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;

(b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;

(c) Instigating and adhering to and furthering the aims and objects of the pre-school learning alliance.

Significant activities

The main activity undertaken by the charity to accomplish its Objectives, is the running of a pre-school.

Pre-school activities

We are a small term time only pre-school, our opening times are 9am - 3pm. We provide care for children ages 2 to 4 years.

We provide a wide range of activities to stimulate the children in a caring environment where they can independently learn and develop skills while building positive relationships. Observations are used to identify where the children are in their development.

Our setting aims to:

- provide high quality care and education for children below statutory school age
- work in partnership with parents to help children to learn and develop
- add to the life and well-being of the local community; and
- Offer children and their parents a service that promotes equality and values diversity.

Parents

As a community-based pre-school, we also depend on the good will of parents and their involvement to keep going. Parents are regarded as members of our setting who have full participatory rights. These include a right to be:

- valued and respected
- kept informed
- consulted
- involved; and
- Included at all levels.

We aim to ensure that each child:

- is in a safe and stimulating environment
- is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer parent helpers
- has the chance to join with other children and adults to live, play, work and learn together
- is helped to take forward her/his learning and development by

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)

being helped to build on what she/he already knows and can do
- has a personal key person who makes sure each child makes satisfying progress
- Is in a setting that sees parents as partners in helping each child to learn and develop.

Public benefit

The provision of the pre-school provides education and training to children and is for public benefit.

The trustees have due regard for the charity commission's guidance on public benefit.

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.

DISASTER POLICY

In the event of a disaster at Courtney Ladybirds Pre-school and we had to close long term e.g. a fire or structural damage, we would not have access to another building for the children. The parents will be contacted at the earliest opportunity to let them know the situation.

In the event of the pre-school closing short term, the parents will be contacted, and staff will be expected to come to work dressed appropriately for the incident.

The chairperson, manager and finance assistant will have a copy of the insurance policy number and emergency contact numbers we need for an emergency. They will also have access to the text messaging service and emails to update the parents/carers daily.

If we have no committee, we are legally unable to open, the preschool will be shut until a committee can be formed. All staff will still be expected to come to work and carry out cleaning, recruiting a committee, training and other things.
Volunteers.

The chairperson, secretary and treasurer are volunteers who provide their time, free-of-charge.

We would like to take this opportunity to thank them for their ongoing contributions.

Summary of the main achievements of the charity during the year

How the charity has made a difference

Through the pre-school, we have provided a safe environment, within which the children may enhance their development and education.

By using the pre-school community, the parents of the children have a resource to draw upon to provide for the needs of their children.

As detailed above, 39 children this year, along with their parents, have received the benefit of these factors.

CHAIR'S REPORT:

- Disciplinary action/meeting against LB
- Payrises for all staff- bringing staff inline with current national average
- Committee helped out with Christmas concert
- Christmas wrap done with the children- raising money for pre-school
- Committee agreed hire of new member of staff for 1:1
- Staff received a £200 voucher at Christmas
- Consumable charges agreed at £0.50p per child per session (due to the cost of living increase)
 - AJ promoted to full time deputy
 - LB stepped down to level 3 and reduced hours

MANAGER'S REPORT:

We have had a very busy but enjoyable year with numbers being full from very early on, The staff have been amazing as we have had a lot of high needs children again, we are lucky enough to be in a very strong position financially and are able to overstaff so we could provide a lot of one-to-one time for the 3 higher needs children and to see how they have flourished because of this is amazing while not having an impact on the rest of the group.

Stacey has done an amazing job as ever in her role of SENDco and has completed numerous reports resulting in us being able to support these children and their families and also receiving funding, we have 2 coming back in September with an EHCP so we can again use this money to part support a one-to-one who is hopefully starting with us full time in September, she has also put a lot of time into supporting parents and guiding the staff who had children going to school this year that needed supported transitions.

Anne has become full time Deputy Manager and has been very efficient, organized and an amazing support for myself and the girls, looking to the future Anne has the knowledge and skills to hopefully step up seamlessly as Manager when I leave (retire hopefully).

We have 22 children leaving for school this year and one who has high needs that is staying with us as the school can't accommodate and it would not be in the child's best interest to attend a mainstream school, out of the 22 children 14 have needed supported transitions to hopefully give them the best start possible as they move on to their new adventures at school.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees seek to maintain free reserves sufficient to cover around two terms to a year's expected expenditure.

Any excess funds are encouraged, to allow the charity to pursue further enhancements, or other activities in pursuit of the charitable objects, as determined by the trustees.

Free reserves are the balance of reserves after excluding any restricted funds, and unrestricted long-term assets and liabilities.

At the balance sheet date, the total reserves were £151,957

Charity reserves are to be maintained at such levels to allow the charity to cover 6 months' worth of expenditure; this is to ensure that if anything occurs to impact the Pre-School income, the children will be supported for at least 2 terms.

Details of any funds materially in deficit

At the balance sheet date, no funds are in deficit.

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.

We have had a good financial year. Providing for 2, 3 and 4 year olds, the majority of our income is from the local government and then parents pay direct fee to top up for extra sessions.

We have run fundraising events as well to be able to buy additional resources for the pre-school.

Total income for the year was £176,762, and total expenditure for the year was £177,561, the main reasons for variation on budgeted figures being:

Income

Nursery education grant has increased per hour due to the cost of living

Expenditure

Large increase in Rent from Wessex increasing from £1300 per quarter to over £2000 per quarter.

Section F Other optional information

Internal and external factors


The most recent Ofsted inspection (June 2023) considered 4 areas - Effectiveness of the leadership and management; Quality of teaching, learning and assessment; Personal development, behaviour and welfare; and Outcomes for children.

Each area received a "Good" rating, and the pre-school received an overall rating of "Good".

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)	Amy Smith	
Position (eg Secretary, Chair, etc)	Chair	
Date		14/10/2025

COURTNEY LADYBIRDS PRE-SCHOOL

Independent examiner's report to the trustees of Courtney Ladybirds Pre-School

I report to the charity trustees on my examination of the accounts of Courtney Ladybirds Pre-School (the Trust) for the year ended 31 August 2024.

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 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Matthew Dobbins FCA

Dunkley's
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
United Kingdom
BS32 4JY

Date: 15/10/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name COURTNEY LADYBIRDS PRE-SCHOOL	No (if any) 1036160
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CC16a

Receipts and payments accounts

For the period from	Period start date 01.09.2023	To	Period end date 31.08.2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
BANK INTEREST	1,924	-	-	1,924	1,029
CONSUMMABLES	1,215	-	-	1,215	-
DEPOSITS	1,150	-	-	1,150	-
FEES SESSIONS	24,428	-	-	24,428	14,506
FUNDRAISING	86	-	-	86	72
GOODWILL GESTURE BANK	50	-	-	50	-
LEAVERS PARTY	105	-	-	105	-
NURSERY EDUCATION GRANT	135,956	-	-	135,956	108,883
PETTY CASH	654	-	-	654	-
SOUTH GLOS PUPIL PREMIUM	-	-	-	-	594
SOUTH GLOS SEND PAYMENTS	10,945	-	-	10,945	-
SUNDRIES	-	-	-	-	21
UNIFORM	168	-	-	168	468
COMMISSION PHOTOS	82	-	-	82	89
Sub total (Gross income for AR)	176,762	-	-	176,762	125,662
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	176,762	-	-	176,762	125,662

A3 Payments

ADVERTISING	-	-	-	-	63
ACCOUNTANT CHARGE	1,939	-	-	1,939	-
BANK CHARGES	65	-	-	65	60
CLEANING	746	-	-	746	943
DBS CHECKS	244	-	-	244	135
EQUIPMENT	1,114	-	-	1,114	524
FEES REFUND	164	-	-	164	-
FRUIT & SNACK	373	-	-	373	-
GARDENER	107	-	-	107	-
HLC/RATES/MAINTENANCE	11,297	-	-	11,297	3,900
INSURANCE	886	-	-	886	-
MISCELLANEOUS	305	-	-	305	35
OFSTED	50	-	-	50	50
PENSION STAFF WAGES	7,035	-	-	7,035	6,735
PARTY EXPENSES	375	-	-	375	188
PAYROLL RUN CHARGES	659	-	-	659	442
PETTY CASH	-	-	-	-	337
REFUGE	1,906	-	-	1,906	1,701
SOUTH GLOS SEND	404	-	-	404	527
STAFF ENTERTAINING	320	-	-	320	-
STATIONARY	261	-	-	261	502
SUBSCRIPTIONS	1,025	-	-	1,025	389
SUNDRIES	127	-	-	127	100
TELEPHONE	1,116	-	-	1,116	1,360
TOYS	531	-	-	531	460
TRAINING	101	-	-	101	582
UNIFORM	297	-	-	297	1,299
VOUCHERS	1,600	-	-	1,600	1,200
WAGES	126,832	-	-	126,832	105,217
HMRC	17,419	-	-	17,419	7,441
WEBSITE FEE & ANNUAL COST	262	-	-	262	-
Sub total	177,561	-	-	177,561	134,189

A4 Asset and investment purchases, (see table)					
EQUIPMENT	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
Total payments	177,561	-	-	177,561	134,189
Net of receipts/(payments)	- 799	-	-	- 799	- 8,527
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	152,754	-	-	152,754	161,281
Cash funds this year end	151,957	-	-	151,957	152,754

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CURRENT ACCOUNT 31/08/2024	51,758.95	-	-
	BMM ACCOUNT 31/08/2024	100,159.70	-	-
	PETTY CASH 31/08/2024	38.39	-	-
	Total cash funds	151,957	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	UNRESTRICTED FUND	-	12,318
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		-	-
		-	-
		-	-
		-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Amy Smith	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
COURTNEY LADYBIRDS PRESCHOOL

No (if any)
1036160

CC16a

Receipts and payments accounts

For the period from	Period start date 01.09.2023	To	Period end date 31.08.2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
BANK INTEREST	1,924	-	-	1,924	1,029
CLEANING					
CONSUMMABLES	1,215	-	-	1,215	-
DEPOSITS	1,150			1,150	
FEES SESSIONS	24,428	-	-	24,428	14,506
FUNDRAISING	85.50	-	-	86	72
GOODWILL GESTURE BANK	50.00			50	
LEAVERS PARTY	105			105	
NOW PENSIONS	-	-	-	-	
NURSERY EDUCATION GRANT	135,956			135,956	108,883
PETTY CASH	654	-	-	654	
SOUTH GLOS PUPIL PREMIUM					594
SOUTH GLOS SEND PAYMENTS	10,945			10,945	
STAFF ENTERTAINING					
SUNDRIES					21
TOYS					
UNIFORM	168			168	468
COMMISSION PHOTOS	82	-	-	82	89
Sub total (Gross income for AR)	176,762	-	-	176,762	125,662
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	176,762	-	-	176,762	125,662

A3 Payments

ADVERTISING	-				63
ACCOUNTANT CHARGE	1,939			1,939	
BANK CHARGES	65	-	-	65	60
CLEANING	746			746	943
DBS CHECKS	244	-	-	244	135
EQUIPMENT	1,114			1,114	524
FEES refund	164			164	
Fruit & Snack	373	-	-	373	
FUNDRAISER		-	-		
GARDENER	107			107	
HLC/RATES/MAINTENANCE	11,297	-	-	11,297	3,900
INSURANCE	886	-	-	886	
MISCELLANEOUS	305			305	35
OFSTED	50	-	-	50	50
PENSION MONTHLY CHARGE & ANNUAL CHARGES					
PENSION STAFF WAGES	7,035			7,035	6,735
PARTY EXPENSES	375			375	188
PAYROLL RUN CHARGES	659			659	442
petty cash					337
REFUGE	1,906			1,906	1,701
SOUTH GLOS SEND	404			404	527
STAFF ENTERTAINING	320			320	
STATIONARY	261			261	502
SUBSCRIPTIONS	1,025			1,025	389
SUNDRIES	127			127	100
TELEPHONE	1,116			1,116	1,360

UNIFORM	297			297	1,299
VOUCHERS	1,600			1,600	1,200
WAGES	126,832			126,832	105,217
HMRC	17,419			17,419	7,441
WEBSITE FEE & ANNUAL COST	262	-	-	262	-
Sub total	177,561	-	-	177,561	134,189

A4 Asset and investment purchases, (see table)					
EQUIPMENT		-	-	-	
		-	-	-	
Sub total	177,561	-	-	177,561	

Total payments	176,762	-	-		
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Net of receipts/(payments)	- 799				
A5 Transfers between funds		-	-		
A6 Cash funds last year end	152,754	-	-		
Cash funds this year end	151,957	-	-		-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CURRENT ACCOUNT 31/08/2024	51758.95	-	-
	BMM ACCOUNT 31/08/2024	100159.7	-	-
	PETTY CASH 31/08/2024	38	-	-
	Total cash funds	151,957	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

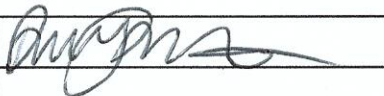
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	EQUIPMENT	OFFICE furniture & IT & PLAY		12,318
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	AMY SMITH	14/10/25

COURTNEY LADYBIRDS PRE-SCHOOL

Dunkley's
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

October 2025

Dear Sirs

COURTNEY LADYBIRDS PRE-SCHOOL INDEPENDENT EXAMINATION FOR THE YEAR ENDED 31 August 2024

This representation letter is provided in connection with your independent examination of the financial statements of the charity for the year ended 31 August 2024 ("the period"), in accordance with the Charities Act 2011 requirements.

We confirm that the following representations are made on the basis of enquiries of the trustees, management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you:

REPRESENTATION

- 1 We have fulfilled our responsibilities as trustees under the Charities Act 2011 for preparing financial statements, in accordance with the applicable financial reporting framework [CC16 Receipts and Payments accounts].
- 2 We confirm that all necessary accounting records have been made available to you for the purpose of your independent examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other relevant records and related information, including minutes of all management, trustees' and members' meetings, have been made available to you.
We have provided any additional information that you have requested for the purposes of your independent examination.
- 3 We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- 4 We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
- 8 We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
- 9 We confirm that we are aware of the definition of a related party for the purpose of the accounting framework being applied in the preparation of the accounts.

COURTNEY PRIMARY SCHOOL
CHARITY NUMBER 1036160
COURTNEY ROAD, BRISTOL, BS15 9RD

We confirm that the related party relationships and transactions set out below are a complete list of such relationships and transactions and that we are not aware of any further related parties or transactions.

Party	Relationship	Nature of transaction
Amy Smith	Trustee	Fees
Samantha Harvey	Trustee	Fees
Kayleigh Burnham	Trustee	None
Rebecca Harvey	Trustee	None
Kelly Lewton	Trustee	Fees
Robert Cupper	Trustee	None
Hannah Bishop	Trustee during the year	Fees
Kirstin Dolman	Trustee during the year	Expenses
Hayley White	Trustee during the year	None
Nicola Barret	Trustee during the year	Expenses

10 We confirm that all related party relationships and transactions have been accounted for and disclosed in accordance with the applicable financial reporting framework.

10.2 We confirm that we have provided a complete list of such relationships and transactions including close family members.

11 We confirm that the charity neither had, at any time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credits granted by the charity) for trustees, nor provided guarantees of any kind on behalf of the trustees.

12 We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements

14 We have disclosed to you all (if any) instances of non-compliance or suspected non-compliance with laws and regulations, whose effects should be considered when preparing the financial statements, together with the actual or contingent consequences which may arise therefrom.

Other than these matters, we are not aware of any actual or possible instances of non-compliance with laws or regulations whose effects should be considered when preparing financial statements of the charity.

15 We acknowledge our responsibility for the design, implementation and maintenance of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the organisation.

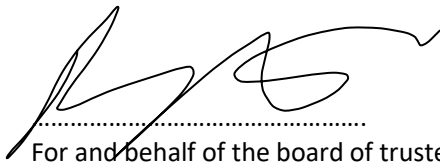
We have disclosed to you all (if any) deficiencies in internal control of which we are aware.

16 We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by trustees, former trustees, analysts, employees, former employees, regulators or others.

17 We confirm that, in our opinion, the charity's financial statements should be prepared on the going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In reaching this conclusion, we have taken into account all relevant matters of which we are aware, and have considered a period of at least one year from the date on which the financial statements are due to be approved.

- 18 We confirm that in our opinion the effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.
- 19 We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.
- 20 We confirm that we are not aware of any matters of material significance that should be reported to regulators.

Yours faithfully



For and behalf of the board of trustees

Trustee name..... Amy Smith

Date 14/10/2025

COURTNEY LADYBIRDS PRE-SCHOOL

England & Wales - Charity number 1036160

Accounts



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Kirsty Hughes			
2	Joanne Pope			
3	Kayley Waller			
4	Hayley Cordina-Wilson			
5	Rebecca Orouke			
6	Chloe Cullimore			
7	Reeve Drennen			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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
Independent examiner	Dunkley's and Co Chartered Accountants	Woodlands Grange, Woodlands Lane, Bradley Stoke, Bristol BS32 4JY

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

--

Section B Structure, governance and management

Description of the charity's trusts

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

Deed of trust dated 26 January 1994, amended 17 December 2009.

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

Trust

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

The charity recruits new trustees at their AGM, and 90% of the current trustees must be parents/carers.

Potential new trustees will be reviewed using Disclosure and Barring Service checks, and voted upon by the Committee before being appointed as trustees.

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.

--

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;

(b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;

(c) Instigating and adhering to and furthering the aims and objects of the pre-school learning alliance.

Significant activities

The main activity undertaken by the charity to accomplish its Objectives, is the running of a pre-school.

Pre-school activities

We are a small term time only pre-school, our opening times are 9am - 3pm. We provide care for children ages 2 to 4 years.

We provide a wide range of activities to stimulate the children in a caring environment where they can independently learn and develop skills while building positive relationships. Observations are used to identify where the children are in their development.

Our setting aims to:

- provide high quality care and education for children below statutory school age
- work in partnership with parents to help children to learn and develop
- add to the life and well-being of the local community; and
- Offer children and their parents a service that promotes equality and values diversity.

Parents

As a community-based pre-school, we also depend on the good will of parents and their involvement to keep going. Parents are regarded as members of our setting who have full participatory rights. These include a right to be:

- valued and respected
- kept informed
- consulted
- involved; and
- Included at all levels.

We aim to ensure that each child:

- is in a safe and stimulating environment
- is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer parent helpers
- has the chance to join with other children and adults to live, play, work and learn together
- is helped to take forward her/his learning and development by being helped to build on what she/he already knows and can do
- has a personal key person who makes sure each child makes satisfying progress

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)

- Is in a setting that sees parents as partners in helping each child to learn and develop.

Public benefit

The provision of the pre-school provides education and training to children and is for public benefit.

The trustees have due regard for the charity commission's guidance on public benefit.

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.

DISASTER POLICY

In the event of a disaster at Courtney Ladybirds Pre-school and we had to close long term e.g. a fire or structural damage, we would not have access to another building for the children. The parents will be contacted at the earliest opportunity to let them know the situation.

In the event of the pre-school closing short term, the parents will be contacted, and staff will be expected to come to work dressed appropriately for the incident.

The chairperson, manager and finance assistant will have a copy of the insurance policy number and emergency contact numbers we need for an emergency. They will also have access to the text messaging service and emails to update the parents/carers daily.

If we have no committee, we are legally unable to open, the preschool will be shut until a committee can be formed. All staff will still be expected to come to work and carry out cleaning, recruiting a committee, training and other things.

Volunteers.

The chairperson, secretary and treasurer are volunteers who provide their time, free-of-charge.

We would like to take this opportunity to thank them for their ongoing contributions.

Summary of the main achievements of the charity during the year

How the charity has made a difference

Through the pre-school, we have provided a safe environment, within which the children may enhance their development and education.

By using the pre-school community, the parents of the children have a resource to draw upon to provide for the needs of their children

As detailed above, 39 children this year, along with their parents, have received the benefit of these factors.

CHAIR'S REPORT:

- Disciplinary action/meeting against member of staff due to GDPR
- Pay rises for all staff- bringing staff in line with current national average
- Committee helped out with Christmas concert
- Christmas wrap done with the children- raising money for pre-school
- Committee agreed hire of new member of staff for 1:1
- Staff received a £200 voucher at Christmas
- Consumable charges agreed at £0.50p per child per session (due to the cost of living increase)
- Change in full time deputy
- One member of staff reduced hours

MANAGER'S REPORT:

Managers Report for AGM- 3rd July 2023 As some of you may know, Gill has been off this term. We are always in touch and she is doing well. We all wish her a speedy recovery and we will hopefully see her back to work some time in the Autumn term. We have had a positive academic year this year, being full to capacity very early on. The school year coming 2023-2024 we are full to capacity again and have waiting lists for the school year 2024-2025 and 2025-2026! Our year has been full on with a big mix of children due to ages and needs, with practically half of our intake needing extra support and 7 children with high needs. The staff have been pretty on it in terms of planning and making sure that every child gets the same opportunities. Having changed the way we plan for children in January we find it a lot easier and better to organize. As we have slowly come out of the "covid" period, our focus is changing from solely being personal, social and emotional development and communication and language development we now also focus more on physical development and include a lot more mathematics and music-based activities. We had 2 new starts this year a new administrator and a level 2. We have found a training provider that will support her to do her Level 3. We held our first in house parents evening since what has seemed like years and was enjoyed by all! From the feedback we received parents felt this was a lot better than the phone calls we were forced to do during covid and the lockdowns. It has been really nice having support from the committee to help fundraise for the Preschool. We are hoping this will continue for the foreseeable future as both staff and children enjoy different faces coming in to join us, even if only for an

hour or so. We are looking forward to our end of year party at the end of the month, although this is always a sad day for us saying goodbye. We have some real characters going to school this year and they will be missed! Finally, we have had our Ofsted inspection on the 21st June 2023. This was an experience. The ladies were amazing and handled the day extremely well! To be honest it's like the children knew what was going on too and were so well behaved we had a really good day in the sun. The feedback at the end of the day was positive and the inspector enjoyed spending her day with us.

Brief statement of the charity's policy on reserves

The trustees seek to maintain free reserves sufficient to cover around two terms to a year's expected expenditure.

Any excess funds are encouraged, to allow the charity to pursue further enhancements, or other activities in pursuit of the charitable objects, as determined by the trustees.

Free reserves are the balance of reserves after excluding any restricted funds, and unrestricted long-term assets and liabilities.

At the balance sheet date, the total reserves were £152,754

Charity reserves are to be maintained at such levels to allow the charity to cover 6 months' worth of expenditure; this is to ensure that if anything occurs to impact the Pre-School income, the children will be supported for at least 2 terms.

Details of any funds materially in deficit

At the balance sheet date, no funds are in deficit.

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.

We have had a good financial year. Providing for 2, 3 and 4 yearolds mean the majority of our income is from the local government and then parents top up for extra sessions.

We have run fundraising events as well to be able to buy additional resources for the pre-school.

Total income for the year was £125,662, and total expenditure for the year was £134,189, The main reasons for variation on budgeted figures being:

Income

Bank interest £929 extra received

Photography Comission £89
Fees parents sept22-aug23 - £74

Fees sessions -£300

Fundraising £72

Nursery education grant £8282

South glos pupil premium £594

Sundries £21 unexpected increase

Uniform £32 not sold

£9,581.00

Expenditure

Advertising £63 not budgeted for

Accountant charge £1400 invoice not received

Cleaning £143 extra spend following COVID

DBS checks £90 from 2 new staff members
Equipment £24 overspend
HLC/rates/maintenance £4100 Wessex rates
Insurance £800 invoice not received
Miscelolanous £35 not budgeted for
Pension monthly charge & annual charges £10 increase
Pension staff wages £875 pension increase
Party expenses £162 not used
Payroll run charges £158 as pensions being calculated in house

Pupil premium -£337
Refuge £345 increase in premium
South glos send £527
Staff entertaining £350 not used
Stationary £1683 not spent
Subscriptions £249 not budgeted for
Sundries £100 overspent

Telephone £520 increased Teachers 2 parents fee
Toys £460 not budgeted for
Training £82 not budgeted for
Vouchers £1200 not budgeted for
Wages and HMRC £3025 not budgeted for
Website fee & annual cost £248 not invoiced

£816

Section F Other optional information

Internal and external factors

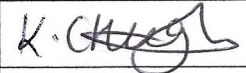
The most recent Ofsted inspection (June 2023) considered 4 areas - Effectiveness of the leadership and management; Quality of teaching, learning and assessment; Personal development, behaviour and welfare; and Outcomes for children.

Each area received a "Good" rating, and the pre-school received an overall rating of "Good".

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)	K Collingborn-Hughes	
Position (eg Secretary, Chair, etc)	Trustee	
Date	11-10-2024	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
COURTNEY LADYBIRDS PRESCHOOL

No (if any)
1036160

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01.09.2022		31.08.2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts				1,029	-
BANK INTEREST	1,029	-	-	-	-
CLEANING					424
COVID SSP				89	
Photography COMMISSION	89			-	443
EARLY DROP OFFS				14,506	13,757
FEES PARENTS SEPT22-AUG23	14,506			-	390
FEES SESSIONS				72	708
FUNDRAISING	72				
GARDEN					1,006
NOW PENSIONS				108,883	104,758
NURSERY EDUCATION GRANT	108,883			594	2,821
SOUTH GLOS PUPIL PREMIUM	594				10,115
SOUTH GLOS SEND PAYMENTS				21	122
SUNDRIES	21			468	570
UNIFORM	468				
Sub total (Gross income for AR)	125,662	-	-	125,662	135,114

A2 Asset and investment sales, (see table).

Sub total					
Total receipts	125,662	-	-	125,662	135,114

	63			63	1440
ADVERTISING					42
ACCOUNTANT CHARGE				60	
BANK CHARGES	60				773
BREAKFAST				943	45
CLEANING	943			135	
DBS CHECKS	135			524	30
EQUIPMENT	524				528
FEES refund					32,456
FUNDRAISER				3,900	733
HLC/RATES/MAINTENANCE	3,900				
INSURANCE				35	50
MISCELOLANOUS	35			50	
OFSTED	50				288
PENSION MONTHLY CHARGE & ANNUAL CHARGES	360			360	4,089
PENSION STAFF WAGES	6,375			6,375	648
PARTY EXPENSES	188			188	
PAYROLL RUN CHARGES	442			442	723
PUPIL PREMIUM	442			337	1,548
REFUGE	337			1,701	3,482
SOUTH GLOS SEND	1,701			527	378
STAFF ENTERTAINING	527				1,063
STATIONARY				502	981
SUBSCRIPTIONS	502			389	303
SUNDRIES	389			100	818
TELEPHONE	100			1,360	
TOYS	1,360			460	602
TRAINING	460			582	963
UNIFORM	582			1,299	68
VOUCHERS	1,299			1,200	101,515
WAGES AND HMRC	1,200			112,657	1,634
WEBSITE FEE & ANNUAL COST	112,657				155,200
Sub total	134,189	-	-	134,189	

A4 Asset and investment purchases. (see table)					
EQUIPMENT		-	-	-	3,263
Sub total	-	-	-	-	3,263
Total payments	134,189	-	-	134,189	158,463
Net of receipts/(payments)	- 8,527	-	-	- 8,527	- 23,349
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	161,281	-	-	161,281	184,630
Cash funds this year end	152,754	-	-	152,754	161,281

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CURRENT ACCOUNT 31/08/2023	54,094	-	-
	BMM ACCOUNT 31/08/2023	98,235	-	-
	PETTY CASH 31/08/2023	424	-	-
	Total cash funds	152,754	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

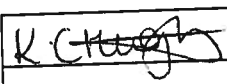
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	EQUIPMENT	Unrestricted	3,263	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	KIRSTY COLLINSON-BORN-HUGHES	18/10/2024

COURTNEY LADYBIRDS PRE-SCHOOL

England & Wales - Charity number 1036160

Accounts

Courtney Ladybirds Pre-School

Trading as Ladybird Playgroup

Year ending 31 August 2022

Charity number 106160

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

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Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Report of the Trustees
for the Year Ended 31 August 2022

The trustees present their report with the financial statements of the charity for the year ended 31 August 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name

Courtney Ladybirds Pre-School

Other Names The Charity Is Known As

Ladybird Playgroup

Registered Charity number

208941

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Kirsty Hughes			
Joanne Pope		Appointed 13 January 2022	
Kayley Waller		Appointed 8 November 2021	
Hayley Cordina-Wilson		Appointed 8 November 2021	
Rebecca Orourke		Appointed 8 November 2021	
Chloe Cullimore		Appointed 8 November 2021	
Reeve Drennen			

Type of adviser

Independent
examiner

Name

Dunkley's and Co Chartered Accountants

Address

Woodlands Grange, Woodlands Lane, Bradley Stoke, Bristol
BS32 4JY

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Charity constitution

The governing document is referred to as its Constitution, and was adopted 26th January 1994, and amended 17 December 2009.

Trustee selection methods

The charity recruits new trustees at their AGM, and 90% of the current trustees must be parents/carers. Potential new trustees will be reviewed using Disclosure and Barring Service checks, and voted upon by the Committee before being appointed as trustees

OBJECTIVES AND ACTIVITIES

Objectives and aims

As described in the constitution, 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;

(b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;

(c) Instigating and adhering to and furthering the aims and objects of the pre-school learning alliance.

Significant activities

The main activity undertaken by the charity to accomplish its Objectives, is the running of a pre-school.

Pre-school activities

We are a small term time only pre-school, our opening times are 9am - 3pm with the additional half hour for parents to drop off for 8:30am and late pick up at 4.00pm for a small cost. We provide care for children ages 2 to 4 years.

We provide a wide range of activities to stimulate the children in a caring environment where they can independently learn and develop skills while building positive relationships. Observations are used to identify where the children are in their development.

Our setting aims to:

- provide high quality care and education for children below statutory school age;
- work in partnership with parents to help children to learn and develop;
- add to the life and well-being of the local community; and
- Offer children and their parents a service that promotes equality and values diversity.

Parents

As a community based pre-school, we also depend on the good will of parents and their involvement to keep going. Parents are regarded as members of our setting who have full participatory rights. These include a right to be:

- valued and respected;
- kept informed;
- consulted;
- involved; and
- included at all levels.

We aim to ensure that each child:

- is in a safe and stimulating environment
- is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer parent helpers;
- has the chance to join with other children and adults to live, play, work and learn together;

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

- Is helped to take forward her/his learning and development by being helped to build on what she/he already knows and can do;
- has a personal key person who makes sure each child makes satisfying progress;
- Is in a setting that sees parents as partners in helping each child to learn and develop.

Public benefit

The provision of the pre-school provides education and training to children, and is for public benefit.

The trustees have due regard for the charity commission's guidance on public benefit.

Volunteers

The chair-person, secretary and treasurer are volunteers who provide their time, free-of-charge.

We would like to take this opportunity to thank them for their ongoing contributions.

CHILDREN'S DEVELOPMENT AND LEARNING

Our provision reflects the four guiding themes and principles of the Early Years Foundation Stage.

A Unique Child

Every child is a unique child who is constantly learning and can be resilient, capable, confident and self-assured.

Positive Relationships

Children learn to be strong and independent through positive relationships.

Enabling Environments

Children learn and develop well in enabling environments, in which their experiences respond to their individual needs and there is a strong partnership between practitioners, parents and carers.

Learning and Development

Children develop and learn in different ways. The framework covers the education and care of all children in early year's provision including children with special educational needs and disabilities.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

CHAIR'S REPORT:

Courtney Ladybirds are thriving at the moment. We have adapted really well to the ongoing changes and are running a very successful setting.

Below are some things that have happened over the last year:

- Story sacks – these are provided by the library – we borrow one every 2 weeks, and the Preschool use these as a theme for the 2 weeks. The story sacks include – Handas Surprise, Guess how much I love you and Winnie the Witch
- COVID 19- The setting has been able to reopen without bubbles. We still continue to use the outdoor areas as much as possible.
- Constitution has been adapted to allow for virtual online meetings
- Our numbers are great at the moment and we are nearing full capacity
- This means, we are likely to look to employ another member of staff to ensure the smooth running of the preschool
- Online book fayre - This was a success with the parents and meant the preschool received several free educational books – including Miss Mollys school of kindness and Miss Mollys school of manners.
- We also ran guess how many sweets are in the jar, and guess the Lambs name over Easter 2021 – children loved picking their own names for the lamb – this raised approximately £120.00
- I am not sure what the following year holds but I do want to ensure the staff are happy and fulfilling their roles to the best of their ability and I want to ensure the preschool continues to thrive.

MANAGER'S REPORT:

We have had a very mixed year due to covid, never sure if we will be open, closed, limited numbers etc.

Despite all of this we have run the preschool to the best of our ability, putting our children, Parents and staff first.

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Since coming back in September it has been easier knowing that we will not have to keep shuttling at the drop of a hat (bonus of having double jabbed staff)

We are at present nearly full with only 16 sessions left out of a total of 280 which for November is amazing.

The downside of this is we have a high number of children that need extra support for one reason or another, a lot of the issues are we are facing

is due in part to the children being locked down which has affected them massively with areas such as PSED (personal, social, emotional development) CLL (communication, language and literacy) and PD (physical development)

The children have missed out on social interaction with other children and family which has impacted on their ability to share, engage in others play and extend their language and understanding, physical activity such as playing in parks, going to soft play or swimming which all affects their strength and balance.

We also have some children with more complex needs and Stacey and the girls are doing their best to support them and their families and also involving outside agencies.

We have taken on a new part time member of staff Jade to work as one to one with a particular child who would otherwise not be able to function within the group without her support, unfortunately we are not able to access any funding for this child at present so it is coming from our own funding.

We have also advertised for another temporary member of staff to enable Stacey to concentrate on her SENDco role so we can offer these children the best opportunity possible and also spend more time with the others.

We have just completed keyperson phone calls to all the parents for a catchup and assessment check, we received some amazing feedback from our parents which was so nice to hear.

Internal and external factors

The most recent Ofsted inspection (October 2017) considered 4 areas - Effectiveness of the leadership and management; Quality of teaching, learning and assessment; Personal development, behaviour and welfare; and Outcomes for children.

Each area received a "Good" rating, and the pre-school received an overall rating of "Good".

How the charity has made a difference

Through the pre-school, we have provided a safe environment, within which the children may enhance their development and education.

By using the pre-school community, the parents of the children have a resource to draw upon to provide for the needs of their children

As detailed above, 39 children this year, along with their parents, have received the benefit of these factors.

Principal funding sources

We have had a good financial year. Providing for 2, 3 and 4 year olds mean the majority of our income is from the local government and then parents top up for extra sessions.

We have run fundraising events as well to be able to buy additional resources for the pre-school.

FINANCIAL REVIEW

Total income for the year was £113,115, which exceeded the budget by £10,115 due to SEND payments and pupil premium £2,831. These figures cannot be forecasted so are omitted from consideration during the budgeting.

Total expenditure for the year was £158,463, which was overbudget by £46,654. The main reasons being:

		£
1/	Invoice not received for approximately 8 years although chased for from Wessex (HLC / Rates / Maintenance).	32,456
2/	Extra hours for Nicola and Jade to cover Stacey working in the office to support our SEND children.	1,331

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

3/	Increase in wages to cover one to one on SEND children offset against South Glos SEND payment.	8,777
4/	SEND purchases, extra equipment to support our SEND children.	3,482
5/	Change of staff uniform & new staff	463
6/	Other individually trivial items	145
	Total	<u>46,654</u>

Reserve policies

The trustees seek to maintain free reserves sufficient to cover around two terms to a year's expected expenditure.

Any excess funds are encouraged, to allow the charity to pursue further enhancements, or other activities in pursuit of the charitable objects, as determined by the trustees.

Free reserves are the balance of reserves after excluding any restricted funds, and unrestricted long-term assets and liabilities.

At the balance sheet date, the total free reserves were £161,281

Charity reserves are to be maintained at such levels to allow the charity to cover 6 months' worth of expenditure; this is to ensure that if anything occurs to impact the Pre-School income, the children will be supported for at least 2 terms.

Funds in deficit

At the balance sheet date, no funds are in deficit.

OTHER INFORMATION

DISASTER POLICY

In the event of a disaster at Courtney Ladybirds Pre-school and we had to close long term e.g. a fire or structural damage, we would not have access to another building for the children. The parents will be contacted at the earliest opportunity to let them know the situation.

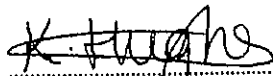
In the event of the pre-school closing short term, the parents will be contacted and staff will be expected to come to work dressed appropriately for the incident.

The chairperson, manager and finance assistant will have a copy of the insurance policy number and emergency contact numbers we need for an emergency. They will also have access to the text messaging service and emails to update the parents/carers on a daily basis.

If we have no committee we are legally unable to open, the preschool will be shut until a committee can be formed. All staff will still be expected to come to work and carry out cleaning, recruiting a committee, training and other things.

DECLARATION

Approved by order of the board of trustees on 09/02/2024 and signed on its behalf by:



.....
K Collingborn-Hughes - Trustee

**Independent Examiner's Report to the Trustees of
Courtney Ladybirds Pre-School**

Independent examiner's report to the trustees of Courtney Ladybirds Pre-School

I report to the charity trustees on my examination of the accounts of Courtney Ladybirds Pre-School (the Trust) for the year ended 31 August 2022.

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 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Matthew Dobbins

Dunkley's
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

Date: 08/03/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Courtney Ladybirds Pre School

1036160

Receipts and payments accounts

CC16a

For the period from	Period start date 01/09/2021	To	Period end date 31/08/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
BANK INTEREST	-	-	-	-	10
CLEANING	-	-	-	-	-
COVID SSP	424	-	-	424	-
EARLY DROP OFFS	443	-	-	443	1,975
FEES PARENTS SEPT22	390	-	-	390	120
FEES SESSIONS	13,757	-	-	13,757	11,198
FUNDRAISING	708	-	-	708	615
GARDEN	-	-	-	-	29
NOW PENSIONS	1,008	-	-	1,008	-
NURSERY EDUCATION GRANT	104,758	-	-	104,758	96,211
SOUTH GLOS PUPIL PREMIUM	2,821	-	-	2,821	1,342
SOUTH GLOS SEND PAYMENTS	10,115	-	-	10,115	7,900
SUNDRIES	122	-	-	122	-
UNIFORM	570	-	-	570	206
	-	-	-	-	-
Sub total (Gross income for AR)	135,114	-	-	135,114	119,606
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	135,114	-	-	135,114	119,606

A3 Payments

BANK CHARGES	42	-	-	42	-
BREAKFAST	-	-	-	-	-
CLEANING	773	-	-	773	728
DBS CHECKS	45	-	-	45	46
	-	-	-	-	-
FEES	30	-	-	30	-
FUNDRAISER	528	-	-	528	607
HLC/RATES/MAINTENANCE	32,456	-	-	32,456	-
INSURANCE	733	-	-	733	720
OFSTED	50	-	-	50	100
PENSION MONTHLY CHARGE & ANNUAL CHARGES	288	-	-	288	-
PENSION STAFF WAGES	4,089	-	-	4,090	5,744
PAYROLL RUN CHARGES	648	-	-	648	-
PUPIL PREMIUM	723	-	-	723	665
ACCOUNTANT CHARGE	1,440	-	-	1,440	-
REFUGE	1,548	-	-	1,548	1,297
SOUTH GLOS SEND	3,482	-	-	3,482	1,049
STAFF ENTERTAINING	378	-	-	378	400
STATIONARY	1,083	-	-	1,083	1,269
SUBSCRIPTIONS	981	-	-	981	679
SUNDRIES	303	-	-	303	180
TELEPHONE	818	-	-	818	674
TRAINING	602	-	-	602	437
UNIFORM	983	-	-	983	151
VOUCHERS	68	-	-	68	-
WAGES AND HMRC	101,515	-	-	101,515	85,787
WEBSITE FEE & ANNUAL COST	1,634	-	-	1,634	-
	-	-	-	-	-
Sub total	165,200	-	-	165,200	100,562

A4 Asset and Investment purchases, (see table)					
EQUIPMENT	3,263	-	-	3,263	2,727
	-	-	-	-	-
Sub total	3,263	-	-	3,263	-
Total payments	168,483	-	-	168,483	100,552
Net of receipts/(payments)	- 23,348	-	-	-	19,054
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	184,629	-	-	184,629	-
Cash funds this year end	161,281	-	-	-	19,054

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CURRENT ACCOUNT 31/08/2022	63,941	-	-
	BMM ACCOUNT 31/08/2022	97,207	-	-
	PETTY CASH 31/08/2022	133	-	-
	Total cash funds	161,281	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	EQUIPMENT		3,283	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval

COURTNEY LADYBIRDS PRE-SCHOOL

England & Wales - Charity number 1036160

Accounts

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Report of the Trustees
for the Year Ended 31 August 2021

The trustees present their report with the financial statements of the charity for the year ended 31 August 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

As described in the constitution, the charity's Objects are to enhance the development and education of children under statutory school age, by encouraging parents to understand and provide for the needs of their children, through community groups.

Significant activities

The main activity undertaken by the charity to accomplish its Objectives, is the running of a pre-school.

Pre-school activities

We are a small term time only pre-school, our opening times are 9am - 3pm with the additional half hour for parents to drop off for 8:30am and late pick up at 4.00pm for a small cost. We provide care for children ages 2 to 4 years.

We provide a wide range of activities to stimulate the children in a caring environment where they can independently learn and develop skills while building positive relationships. Observations are used to identify where the children are in their development.

Our setting aims to:

- provide high quality care and education for children below statutory school age;
- work in partnership with parents to help children to learn and develop;
- add to the life and well-being of the local community; and
- Offer children and their parents a service that promotes equality and values diversity.

Parents

As a community based pre-school, we also depend on the good will of parents and their involvement to keep going. Parents are regarded as members of our setting who have full participatory rights. These include a right to be:

- valued and respected;
- kept informed;
- consulted;
- involved; and
- Included at all levels.

We aim to ensure that each child:

- is in a safe and stimulating environment
- is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer parent helpers;
- has the chance to join with other children and adults to live, play, work and learn together;
- is helped to take forward her/his learning and development by being helped to build on what she/he already knows and can do;
- has a personal key person who makes sure each child makes satisfying progress;
- Is in a setting that sees parents as partners in helping each child to learn and develop.

Public benefit

The provision of the pre-school provides education and training to children, and is for public benefit.

The trustees have due regard for the charity commission's guidance on public benefit.

Volunteers

The chair-person, secretary and treasurer are volunteers who provide their time, free-of-charge.

We would like to take this opportunity to thank them for their ongoing contributions.

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Report of the Trustees
for the Year Ended 31 August 2021

OBJECTIVES AND ACTIVITIES
CHILDREN'S DEVELOPMENT AND LEARNING

Our provision reflects the four guiding themes and principles of the Early Years Foundation Stage.

A Unique Child

Every child is a unique child who is constantly learning and can be resilient, capable, confident and self-assured.

Positive Relationships

Children learn to be strong and independent through positive relationships.

Enabling Environments

Children learn and develop well in enabling environments, in which their experiences respond to their individual needs and there is a strong partnership between practitioners, parents and carers.

Learning and Development

Children develop and learn in different ways. The framework covers the education and care of all children in early year's provision including children with special educational needs and disabilities.

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Report of the Trustees
for the Year Ended 31 August 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

CHAIR'S REPORT:

Courtney Ladybirds are thriving at the moment. We have adapted really well to the ongoing changes and are running a very successful setting. Below are some things that have happened over the last year:

- Story sacks – these are provided by the library – we borrow one every 2 weeks, and the Preschool use these as a theme for the 2 weeks. The story sacks include – Handa's Surprise, Guess how much I love you and Winnie the Witch
- COVID 19- The setting has been able to reopen without bubbles. We still continue to use the outdoor areas as much as possible.
- Constitution has been adapted to allow for virtual online meetings
- Our numbers are great at the moment and we are nearing full capacity
- This means, we are likely to look to employ another member of staff to ensure the smooth running of the preschool
- Online book fayre - This was a success with the parents and meant the preschool received several free education books – including Miss Molly's school of kindness and Miss Molly's school of manners.
- We also ran guess how many sweets are in the jar, and guess the Lambs name over Easter 2021 – children loved picking their own names for the lamb – this raised approximately £120
- I am not sure what the following year holds but I do want to ensure the staff are happy and fulfilling their roles to the best of their ability and I want to ensure the preschool continues to thrive.

MANAGER'S REPORT:

We have had a very mixed year due to covid, never sure if we will be open, closed, limited numbers etc.

Despite all of this we have run the preschool to the best of our ability, putting our children, Parents and staff first.

Since coming back in September it has been easier knowing that we will not have to keep shutting at the drop of a hat (bonus of having double jabbed staff)

We are at present nearly full with only 16 sessions left out of a total of 280 which for November is amazing.

The downside of this is we have a high number of children that need extra support for one reason or another, a lot of the issues we are facing is due in part to the children being locked down which has affected them massively with areas such as PSED (personal, social, emotional development) CLL (communication, language and literacy) and PD (physical development)

The children have missed out on social interaction with other children and family which has impacted on their ability to share, engage in others play and extend their language and understanding, physical activity such as playing in parks, going to soft play or swimming which all affects their strength and balance.

We also have some children with more complex needs and Stacey and the girls are doing their best to support them and their families and also involving outside agencies.

We have taken on a new part time member of staff Jade to work as one to one with a particular child who would otherwise not be able to function within the group without her support, unfortunately we are not able to access any funding for this child at present so it is coming from our own funding.

We have also advertised for another temporary member of staff to enable Stacey to concentrate on her SENDco role so we can offer these children the best opportunity possible and also spend more time with the others.

We have just completed keyperson phone calls to all the parents for a catchup and assessment check, we received some amazing feedback from our parents which was so nice to hear.

Pre school is going from strength to strength.

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Report of the Trustees
for the Year Ended 31 August 2021

FINANCIAL REPORT:
YEAR END 08/2021:

AGM REPORT 8TH NOVEMBER 2021

INCOME 120,833.91

This was over on the budget by £9879.92 due to SEND payments and pupil premium £9205.04. This we can't budget.

EXPENDITURE 104,516.82

This was over on the budget by £4299.29.

The main reasons being:

1/	Equipment, purchased unit for trays and 2 office chairs	-747.07
2/	Pension overpayment - new provider is rectifying	-946.17
3/	Stationary underspent	536.35
4/	Telephone - cheaper tariff	334.36
5/	Website - paid in September 2021	1,430.00
6/	Wage overspend but comes out of SEND money received	-6,280.32

ATC bills need to accrue again, we have had the bill, approximately £30,000 but disputing.

-5,672.85

Income higher this year as we had more children, 44 compared to 39 and less sessions held during the year.

The accounts are now with the auditors who make the necessary adjustments.

The overall gain will be £11561.36, but this needs to be confirmed.

Internal and external factors

The most recent Ofsted inspection (October 2017) considered 4 areas - Effectiveness of the leadership and management; Quality of teaching, learning and assessment; Personal development, behaviour and welfare; and Outcomes for children.

Each area received a "Good" rating, and the pre-school received an overall rating of "Good".

How the charity has made a difference

Through the pre-school, we have provided a safe environment, within which the children may enhance their development and education.

By using the pre-school community, the parents of the children have a resource to draw upon to provide for the needs of their children

As detailed above, 39 children this year, along with their parents, have received the benefit of these factors.

FINANCIAL REVIEW

Financial position

Principal funding sources

We have had a good financial year. Providing for 2, 3 and 4 year olds mean the majority of our income is from the local government and then parents top up for extra sessions.

We have run fundraising events as well to be able to buy additional resources for the pre-school.

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Report of the Trustees
for the Year Ended 31 August 2021

FINANCIAL REVIEW

Reserves policy

The trustees seek to maintain free reserves sufficient to cover around two terms to a year's expected expenditure.

Any excess funds are encouraged, to allow the charity to pursue further enhancements, or other activities in pursuit of the charitable objects, as determined by the trustees.

Free reserves are the balance of reserves after excluding any restricted funds, and unrestricted long-term assets and liabilities.

At the balance sheet date, the total reserves were

Charity reserves are to be maintained at such levels to allow the charity to cover 6 months' worth of expenditure; this is to ensure that if anything occurs to impact the Pre-School income, the children will be supported for at least 2 terms.

Funds in deficit

At the balance sheet date, none of the funds are in deficit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Charity constitution

The governing document is referred to as its Constitution, and was adopted 26th January 1994, and amended 17 December 2009.

The charitable objects can be identified in the Objectives and Activities section.

Recruitment and appointment of new trustees

The charity recruits new trustees at their AGM, and 90% of the current trustees must be parents/carers.

Potential new trustees will be reviewed using Disclosure and Barring Service checks, and voted upon by the Committee before being appointed as trustees.

DISASTER POLICY

In the event of a disaster at Courtney Ladybirds Pre-school and we had to close long term e.g. a fire or structural damage, we would not have access to another building for the children. The parents will be contacted at the earliest opportunity to let them know the situation.

In the event of the pre-school closing short term, the parents will be contacted and staff will be expected to come to work dressed appropriately for the incident.

The chairperson, manager and finance assistant will have a copy of the insurance policy number and emergency contact numbers we need for an emergency. They will also have access to the text messaging service and emails to update the parents/carers on a daily basis.

If we have no committee we are legally unable to open, the preschool will be shut until a committee can be formed. All staff will still be expected to come to work and carry out cleaning, recruiting a committee, training and other things.

Approved by order of the board of trustees on and signed on its behalf by:

.....
K Collingborn-Hughes - Trustee

**Independent Examiner's Report to the Trustees of
Courtney Ladybirds Pre-School**

Independent examiner's report to the trustees of Courtney Ladybirds Pre-School

I report to the charity trustees on my examination of the accounts of Courtney Ladybirds Pre-School (the Trust) for the year ended 31 August 2021.

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 Act and in carrying out my examination I have followed all applicable Directions given by the Charly 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Matthew Dobbins
FCA
Dunkley's
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

Date:



CHARITY COMMISSION
FOR ENGLAND AND WALES

COURTNEY LADYBIRDS PRESCHOOL

1036160

Receipts and payments accounts

CC16a

For the period from	Period start date 01/09/2020	To	Period end date 31/08/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
BANK INTEREST	10	-	-	10	-
CLEANING	0	-	-	0	-
EARLY DROP OFFS	1,975	-	-	1,975	-
FEES PARENTS SEPT2021	120	-	-	120	-
FEES SESSIONS	11,198	-	-	11,198	-
FUNDRAISING	615	-	-	615	-
NURSERY EDUCATION GRANT	96,211	-	-	96,211	-
SOUTH GLOS PUPIL PREMIUM	1,342	-	-	1,342	-
SOUTH GLOS SEND PAYMENTS	7,900	-	-	7,900	-
UNIFORM	206	-	-	206	-
WAGES FURLOUGH	-	-	-	-	-
GARDEN	29	-	-	29	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	119,606	-	-	119,606	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	119,606	-	-	119,606	-
A3 Payments					
BREAKFAST	-	-	-	-	-
CLEANING	728	-	-	728	-
DBS CHECKS	45	-	-	45	-
FEES	-	-	-	-	-
FUNDRAISER	607	-	-	607	-
HLC/RATES/MAINTENANCE	-	-	-	-	-
INSURANCE	720	-	-	720	-
OFSTED	100	-	-	100	-
PAYROLL/ACCOUNTS	-	-	-	-	-
CHARGE PENSION	5,744	-	-	5,744	-
PUPIL PREMIUM	685	-	-	685	-
REFUGE	1,297	-	-	1,297	-
SOUTH GLOUC SEND	1,049	-	-	1,049	-
STAFF ENTERTAINING	400	-	-	400	-
STATIONARY	1,269	-	-	1,269	-
SUBSCRIPTIONS	679	-	-	679	-
SUNDRIES	180	-	-	180	-
TELEPHONE	674	-	-	674	-
TRAINING	437	-	-	437	-
UNIFORM	151	1	-	151	-
CCXX R1 accounts (SS)					06/07/2022

WAGES AND HMRC	85,787			85,787	
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	100,552	-	-	100,552	-

A4 Asset and investment purchases, (see table)					
EQUIPMENT	-	-	-	-	-
	2,727	-	-	2,727	-
Sub total	2,727	-	-	2,727	-
Total payments	103,279	-	-	103,279	-
Net of receipts/(payments)	16,327	-	-	16,327	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	168,302	-	-	168,302	-
Cash funds this year end	184,629	-	-	184,629	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CURRENT ACCOUNT 31/08/2021	87,289	-	-
	BMM ACCOUNT 31/08/2021	97,169	-	-
	PETTY CASH 31/08/2021	171	-	-
	Total cash funds	184,629	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Equipment		2,727	-
			-	-
			-	-
			-	-
			-	-
			-	-
CCXX R3 accounts (SS)	3			06/07/2022

		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

COURTNEY LADYBIRDS PRE-SCHOOL

England & Wales - Charity number 1036160

Accounts

ANNUAL GENERAL MEETING 19/10/2020

PRESENT:

Alaine Paige	Rebecca Burchill
Annan Bull	Rebecca o'Rourke
Lois Bromley	Jo Grimes
Sarah Frostick	Kirsty Hughes
Joanna Hood	Reeve Drennen
Nickey Priddle	Lynne Mahoney

APOLOGIES:

Gill Waller	Louise
Kayley Waller	

CHAIR'S REPORT":

It has been an interesting year. As a committee and Preschool we have dealt with things that have never happened before, as has everyone, but we all continued to support each other and work hard to get to where we are now. Below is a re-cap of what has happened throughout the 2019/2020 school year:

- November/December 2019 - New fence was agreed and installed on the outskirts of the premises
- Christmas Nativity/raffle - this went really well and raised over £400 - included selling tickets to watch, raffles, hampers, photos etc.
- Story sacks - these are provided by the library - we borrow one every 2 weeks, and the Preschool use these as a theme for the 2 weeks. The story sacks include - Handas Surprise, Guess how much I love you and Winnie the Witch
- COVID 19- The setting had to close in line with government guidance in March but when we were able to re-open we did. Before re-opening we did the following to ensure the safety of the staff and children:
 1. Changed the taps to sensor taps (no touch ones).
 2. Paper hand towels were introduced.

3. Large gate was purchased to go across the double doors so we could leave them open, and have adequate ventilation without any risk to the children.

4. Lots of cleaning equipment was purchased and a deep clean of the setting took place.

In June, we re-opened with small 'bubbles' of children and each bubble had a set staff member to avoid cross contamination - each bubble had access to their own set of toys which were thoroughly cleaned before other bubbles could use.

In September we no longer needed to have small 'bubbles' however the cleaning routine is still in place, and children are dropped off at the gate where members of staff will meet them, take them temp and provide hand gel. This has worked really well.

- New Samsung pads have recently been purchased because the old ones were not charging properly or working as well as they should. Tapestry is the most effective way for the preschool to communicate with the parents and therefore having technology that works well and quickly is essential.

- Constitution has been adapted to allow for virtual online meetings.

- In the future, I am looking forward to the committee being creative and finding COVID safe ways of fundraising for the preschool.

MANAGER'S REPORT:

Despite COVID-19, it has been a good year over all. Before Lockdown happened the preschool had 39 children on roll, 18 of which were school leavers.

During lockdown, 2 members of staff were furloughed, while the rest were kept on full salary - due to L.A. funding. All members of staff were involved with E-Learning, as well as additional responsibilities.

Jo - continued to check emails and do general admin work, wages etc.

Gill - continued to check and respond to emails, kept in touch with our setting support officer weekly, and was in weekly contact with our vulnerable families and their social workers and taking part in skype case conferences.

Stacey - continued her work with the SEN children and kept in close contact with the families.

Nicola - continued with her gardening project, keeping children and parents updated.

Anne - monitored our Facebook and added updates for parents.

A few adjustments to the building were made during lockdown (mentioned in Chair's report above).

From re-opening in June 2020, 27 children attended the preschool on reduced sessions to facilitate social bubbles. All the children returned well and were very happy to spend time with the other children and staff. During the summer holidays, the staff organised a family picnic in the preschool garden for the school leavers as we could not have our usual leavers party and activities.

When we returned in September, things were very different, parents could not bring their children in and had to leave them at the gate, temperatures are taken at the gate and all children gelled on the way in. Surprisingly this has not fazed the children in the slightest and they all stand and wait to be "zapped", and hand gelled. In fact the children now come in happier and are now a lot more independent which is really good.

The children have all settled really well and are enjoying their time in pre-school especially the garden which is now open a lot longer.

The staff have all come back positive and ready to go, and we are all working together and supporting each other with any issues that have occurred both inside and outside of work with special regard to mental health.

We now have 38 children in attendance (14/10/2020) which is really good news - of the 38 children, 14 are 2-year olds which is fantastic for our September 2021 numbers. The majority of the children are funded.

We continue to have show rounds but these are either at 8/8.30 or 3.30/4 and most visits result in a child being signed up - Masks must be worn by visitors.

We do have a few children with additional needs and Stacey is working very hard to support them and apply for funding, we also have 8/9 with various speech issues who we are supporting through our welcome resource.

Stacey has managed to secure funding for one child of £1,800 for us to use to employ someone temporarily for 11 hours each week until March 12th, to enable staff to be able to work with the child individually and in small groups, which will hopefully boost his skills and also an additional £650 for resources, this will cover 6 months and we can then apply again

which will really increase the time that we can spend with this child to help gain better outcomes before leaving for school.

On the whole the pre-school is going from strength to strength which is very good news.

FINANCIAL REPORT:

YEAR END 08/2020:

There was an expected gain for the year of £5295.13 - the file has been sent to the accountant (15/10/2020).

The preschool made an additional £2689.64 from the early drop off (08h00 - 09h00) and late pick up (15h00 - 16h00). There is only one child currently registered for this service, although emails have been sent to parents - to review at the end of the year.

SEND payments from South Glos - the preschool received £4902.25. The preschool are using these funds to pay for a one to one with a child.

The total monetary loss due to COVID-19 for the preschool was £6200.00 - £4500 normal fees and £1700 early/late fees.

ATC Invoices - the preschool is in arrears of approximately £12 000. Despite our best efforts of chasing them for an invoice, we are yet to receive one.

The preschool spent £624.02 on equipment needed to open safely - £420 on changing the taps, the rest on a Thermoscan and stair gate. We overspent £200 on our budget for cleaning products due to COVID-19.

BANK ACCOUNT BALANCES AT 31/09/2020:

Current Account: £71 095.40

Savings Account: £97 158.90

We need to look at moving some money to a bond to receive a higher interest - we only received £150.72 last year.

BUDGET FOR 2020/2021:

The expected end of year gain (09/2021) is £2480.65

Early/Late fees - these are less this year (£2000 as opposed to £2700 last year). We only have one child making use of these services, although we have emailed parents advertising them.

The cleaning budget has increased (as explained above) due to COVID-19.

Equipment - the school purchased new Samsung tablets at £1800. The old I-Pads were sold to staff to offset this cost by £180.

The website update was delayed due to lockdown. Adam will be revamping it at a reduced cost of £1300.

We currently have 39 children on roll, 34 of which have a held space. We have 62 remaining spaces unfilled.

QUESTIONS RAISED AT END OF MEETING:

Anna questioned why the preschool haven't paid the gas/electric bill as they had been in the building for 9 years.

Jo - has been chasing the WESSEX, however the person that she had been making headway with has sadly passed on. The preschool pays rent of £350/year but has not received an invoice. Jo estimates the gas, electric and maintenance bill to be around £12 00 - £16 000. Jo has been given the run around by WESSEX. They are, however, still servicing the building. Jo is wanting them to send invoices so that there are no unexpected costs.

STANDING DOWN AND ELECTION OF COMMITTEE MEMBERS:

In order for a member to stand down from their responsibilities, they must sign an official letter.

The preschool needs a minimum of 5 and maximum of 12 committee members to be allowed to run.

The nominations are as follows:

- Chair - Kirsty: nominated by Lynne, seconded by Joanne.
- Treasurer - Nickey: nominated by Kirsty, seconded by Lynne.
- Secretary - Reeve: nominated by Kirsty, seconded by Joanne.
- General membership:
 1. Lois Bromley: nominated by Kirsty, seconded by Reeve.
 2. Rebecca o'Rourke: nominated by Kirsty, seconded by Lynne.
 3. Rebecca Burchill: nominated by Kirsty, seconded by Joanne.
 4. Sarah F: nominated by Kirsty, seconded by Reeve.
 5. Kayley Waller: nominated by Kirsty, seconded by Lynne. Kayley not to vote on decisions regarding staff due to a conflict of interests.

Both Lynne and Joanne are stepping down as Vice Chair and Treasurer respectively.

The current constitution was voted back in. In particular, the following was discussed:

All members need a DBS and EY2 registration to be on the committee. The preschool pays £15 per volunteers DBS.

Anna will drop the DBS and EY2 forms at preschool – socially distant. She will also send through the details of committee network meetings and evidence list.

Kirsty to contact new starters with regards to registering for these.

No further questions.

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Detailed Statement of Financial Activities
for the Year Ended 31 August 2020

	31.8.20	31.8.19
	£	£
INCOME AND ENDOWMENTS		
Management	2,430	4,010
Subscriptions	634	48
Other trading activities	140	315
Fundraising events	793	1,376
Interest and fittings	4,418	4,315
Investment income		
Deposits	151	192
Charitable activities		
Fees	20,360	8,029
Breakfast club	2,690	721
Vouchers	69,715	88,227
CJRS Grant	1,113	-
Grants	2,768	7,925
Uniform income	307	291
SEND payments	4,902	-
Administration and legal fees	101,855	105,193
Total resources expended	102,799	106,761
Total incoming resources	102,799	106,761
Net income/(expenditure)	2,430	4,010
EXPENDITURE		
Raising donations and legacies		
Insurance	719	710
Advertising	36	542
Entertaining	184	205
Fundraising	598	925
	1,537	2,382
Other trading activities		
Purchases	555	353
Refuge	981	1,215
	1,536	1,568
Charitable activities		
Wages	77,829	88,089
Social security	1,875	352
Pensions	1,395	1,259
Rates and water	4,000	4,000
Training	347	698
Pupil premium	913	1,278
	86,359	95,676
Support costs		
Management		
Telephone	734	968
Postage and stationery	879	1,834
Cleaning	810	598
Sundries	7	610
Carried forward	2,430	4,010

This page does not form part of the statutory financial statements

Courtney Ladybirds Pre-School
Trading as Ladybird Playgroup

Detailed Statement of Financial Activities
for the Year Ended 31 August 2020

	31.8.20	31.8.19
	£	£
Management		
Brought forward	2,430	4,010
Subscriptions	634	60
DBS Checks	240	315
Ofsted registration	-	50
Fixtures and fittings	4,426	4,319
Loss on sale of tangible fixed assets	-	26
	<hr/>	<hr/>
	7,730	8,780
Information technology		
Repairs and renewals	38	-
Website	-	226
	<hr/>	<hr/>
	38	226
Governance costs		
Accountancy and legal fees	2,103	1,469
	<hr/>	<hr/>
Total resources expended	99,303	110,101
	<hr/>	<hr/>
Net income/(expenditure)	3,496	(3,340)
	<hr/> <hr/>	<hr/> <hr/>

Charities:
 Woodlands Grange
 Woodlands Lane
 Bradley Stoke
 Bristol
 BS31 4JY

FINANCIAL REVIEW

Reserve policy

The trustees seek to maintain free reserves sufficient to cover around two terms to a year's expected expenditure.

Any excess funds are encouraged, to allow the charity to pursue further enhancements, or other activities in pursuit of the charitable objects, as determined by the trustees.

Free reserves are the balance of reserves after excluding any restricted funds, and unrestricted long-term assets and liabilities.

At the balance sheet date, the total reserves were £165,979 (2019 - £162,483), of which free reserves were £146,026 (2019 - £140,523).

Charity reserves are to be maintained at such levels to allow the charity to cover 6 months' worth of expenditure; this is to ensure that if anything occurs to impact the Pre-School income, the children will be supported for at least 2 terms.

Funds in deficit

At the balance sheet date, none of the funds are in deficit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Charity constitution

The governing document is referred to as its Constitution, and was adopted 26th January 1994, and amended 17 December 2009.

The charitable objects can be identified in the Objectives and Activities section.

Recruitment and appointment of new trustees

The charity recruits new trustees at their AGM, and 90% of the current trustees must be parents/carers.

Potential new trustees will be reviewed using Disclosure and Barring Service checks, and voted upon by the Committee before being appointed as trustees.

DISASTER POLICY

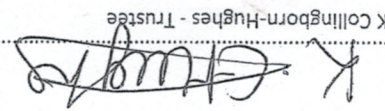
In the event of a disaster at Courtney Ladybirds Pre-school and we had to close long term e.g. a fire or structural damage, we would not have access to another building for the children. The parents will be contacted at the earliest opportunity to let them know the situation.

In the event of the pre-school closing short term, the parents will be contacted and staff will be expected to come to work dressed appropriately for the incident.

The chairperson, manager and finance assistant will have a copy of the insurance policy number and emergency contact numbers on a daily basis. We need for an emergency. They will also have access to the text messaging service and emails to update the parents/carers on a

If we have no committee we are legally unable to open, the preschool will be shut until a committee can be formed. All staff will still be expected to come to work and carry out cleaning, recruiting a committee, training and other things.

Approved by order of the board of trustees on 27/11/2020 and signed on its behalf by:


K Collingborn-Hughes - Trustee

Independent examiner's report to the trustees of Courtney Ladybirds Pre-School
I report to the charity trustees on my examination of the accounts of Courtney Ladybirds Pre-School (the Trust) for the year ended 31 August 2020.

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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

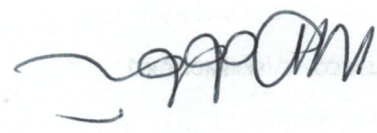
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

2. the accounts do not accord with those records; or

3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



TOTAL	96,535	7,762	104,297	
	1,496	1,496		
	122,483	101,482	183,865	
		183,865		
		183,865		
		183,865		

Matthew Dobbins
FCA
Dunkley's
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

Date: 19/05/2021