

THE ORCHARD PRE-SCHOOL AND PLAYGROUP

England & Wales · Charity number 1036897

Details

Other names	LUSTLEIGH PLAYGROUP
Status	Registered
Legal form	Other
Company number	00106167
Registered	1994-04-22
Register	View on the Charity Commission register

Contact

Address	Lustleigh Village Hall Lustleigh Newton Abbot TQ13 9TA
Phone	01647 277546
Email	orchardpreschool@gmail.com
Website	www.lustleighorchardpreschool.co.uk

Activities

Objects: 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

Activities: We are a parent-involving community based group providing a safe, secure and stimulating environment for children. The pre-school offers a tailored curriculum promoting the importance of play in the development of the child. Session themes centre around the natural environment with half of the sessions held entirely outdoors in our purpose-made nature garden.

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, Education/training, Environment/conservation/heritage
- **Who:** Children/young People

Geography

- Devon

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£332,357	£308,896	-	-
2023-08-31	£281,887	£238,689	-	-
2022-08-31	£193,854	£177,983	-	-
2021-08-31	£81,084	£72,520	-	-
2020-08-31	£87,772	£84,934	-	-

Trustees

Name	Role	Appointed
Daisy Elisabeth Thomas		2023-09-28
Gemma Houghton		2026-05-28
Georgia Day		2024-12-16
Peter Whyard		2025-07-14
Sophie Smith		2024-12-16

THE ORCHARD PRE-SCHOOL AND PLAYGROUP

England & Wales - Charity number 1036897

Accounts



Orchard Preschool & Playgroup Charity Number: 1036897 Trustees Annual Report

Financial Year Ending 31st August 2024

Charity address: Lustleigh Village Hall, Lustleigh, Newton Abbot Devon TQ13 9TA

We are a parent-involving community-based group providing a safe, secure and stimulating environment for children. The pre-school offers a tailored curriculum promoting the importance of play in the development of the child. Session themes centre around the natural environment with regular sessions held in our purpose made nature garden.

Structure, Governance & Management

- a) Governing Document – Orchard Preschool and Playgroup’s governing documents is using the Early Years Alliance (formally Pre-School Learning Alliance) model constitution 2011.
- c) Trustee Selection Method – Trustees are appointed in accordance with the policies set out within the Early Years Alliance model constitution 2011.
- d) Management – Orchard Preschool and Playgroup is managed by the Management Committee. The role of the committee is to support the Manager and the staffing team in the delivery of the aims of the organisation, as well as fundraising and any other general aspects of management.
- e) Internal Controls – The Group has in place systems of internal controls to provide reasonable reassurance against material mismanagement or loss. These include two signatories for all payments and appropriate insurance policies.

Objectives and Activities

The aims of the Pre-school, as set out in our constitution, 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:

- 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;
- 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;
- Instigating and adhering to and furthering the aims and objects of the Early Years Alliance.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus for our activities remains centred on delivering the early years foundation stage with a

special emphasis on nature inspired learning through play. This benefits the children as they develop their social and emotional skills in an exciting and engaging environment, exploring the natural world through play.

We have no religious affiliation and are open and welcome to all children and their families. We have excellent facilities and can accommodate children with disabilities and special educational needs. We seek to involve parents, carers and the wider community in the pre-school and playgroup, and hold termly activities directly involving the local community.

We are very grateful to our parent volunteers who work very hard and make a big contribution to the overall running of the pre-school and playgroup. The pre-school and playgroup are overseen by a management committee made up of parent volunteers. The management committee are responsible for assisting recruitment and retention of staff, the pre-school and playgroups finances and equipment, and ensuring the welfare of all children in attendance. The Committee forms the 'registered person' for Ofsted and has overall responsibility for ensuring all legal requirements are met. Parent volunteers are involved in the pre-school and playgroup in many other ways, from organising fundraisers, sharing hobbies and interests with the children, clearing out the cupboard to helping in the garden.

Trustees

- Chairman – Jonathan Forbes Bialick
- Secretary – Sophie Smith
- Treasurer - Josephine Mortimore
- Treasurer - Daisy Thomas
- General Trustee - Georgia Day

The following trustees resigned in the year: Rosanna Stamp and Melinda Blackmore

Management

- Gemma Houghton

Safeguarding

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud, error and safeguarding. All Trustees, staff and regular helpers are required to maintain a DBS certificate and complete any relevant training.

Reserves & Investments

Orchard Preschool and Playgroup adhere to the financial policies detailed in the Preschool Learning Alliance Model Constitution 2008. Our main financial objective is to create a sustainable and safe financial model that always protects all staff and volunteers and has a contingency plan in place should the organisation ever be in a position where it needed to close.

Committee and management report

Orchard Preschool & Playgroup commenced the 2023-24 academic year in September, with sessions running every Monday, Tuesday, Wednesday and Thursday from 8.30am until 4pm, a Breakfast Club starting at 7.30am and After School Club until 5pm. The total number of registered children at the Preschool during the Autumn and Spring terms was 57, rising to 67 in the Summer term, although not all these children attend daily. The preschool is at full capacity with no intention of increasing.

The three children's groups – Acorns (8 months – 2), Saplings (2-3) Oaks (aged 3-5) each have a dedicated group of staff and distinct play spaces to meet their age specific needs and development. The indoor space for these groups

is in the larger hall with divisions to increase cohesion, help build links between the groups and the smaller room available used as a dedicated sleeping space.

Our last Ofsted review was in May 2022 and we achieved Outstanding.

The increased cost of living and rising expenses, including the National Living Wage and retaining staff, purchasing food and snacks for the children, and the cost of using the Lustleigh Village Hall, meant that a plan to increase fees was needed to maintain the high standard of care and education provided.

Despite these higher costs, with careful management of the financial sustainability of the preschool, and fundraising through all available channels, we had a surplus for the financial year of £23,461. Further details and breakdown are at the end of this document.

Future planning:

We aim to continue to develop the charity's provision by:

- Ensuring all statutory requirement of the Early years foundation stage framework are met
- Ensuring adequate supervision and appraisals of staff are carried out
- Ensuring all staff have up to date safeguarding training
- Development of our outside space for our youngest children within the next year through use the grant money received
- Review all policies, procedures and risk assessments and ensure they are up to date
- Ensuring sustainability of the preschool going forward
- Ensuring the website is up to date and fit for purpose
- Frequent communication to parents about children's progress via Tapestry
- Ensuring the indoor provision reflects the quality of our outdoor provision

The Trustee Report 2023/2024 has been approved by the trustees on 26th June 2025 and signed on their behalf by the chairman, Jonathan Forbes Bialick.

Independent Examiner's Report to the Trustees of
The Orchard Pre-School and Playgroup

Independent examiner's report to the trustees of The Orchard Pre-School and Playgroup

I report to the charity trustees on my examination of the accounts of The Orchard Pre-School and Playgroup (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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technicians, which is one of the listed bodies.

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.

Clare Lillington FMAAT

Accountancy Services
Raddon Station Hill
Chudleigh
Newton Abbot
Devon
TQ13 0EE

Date: 28th June 2025

The Orchard Pre-School and Playgroup

Statement of Financial Activities
for the Year Ended 31 August 2024

	Notes	31.8.24 Unrestricted fund £	31.8.23 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		332,357	281,882
Investment income	2	<u>-</u>	<u>5</u>
Total		<u>332,357</u>	<u>281,887</u>
EXPENDITURE ON			
Charitable activities			
Charitable		<u>308,896</u>	<u>238,689</u>
NET INCOME		23,461	43,198
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>82,778</u>	<u>39,580</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>106,239</u></u>	<u><u>82,778</u></u>

The Orchard Pre-School and Playgroup

Balance Sheet
31 August 2024

	Notes	31.8.24 Unrestricted fund £	31.8.23 Total funds £
CURRENT ASSETS			
Debtors	4	22,632	22,612
Cash at bank		<u>99,391</u>	<u>60,616</u>
		122,023	83,228
CREDITORS			
Amounts falling due within one year	5	(15,784)	(450)
		<u>106,239</u>	<u>82,778</u>
NET CURRENT ASSETS			
		<u>106,239</u>	<u>82,778</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>106,239</u>	<u>82,778</u>
NET ASSETS		<u>106,239</u>	<u>82,778</u>
FUNDS	6		
Unrestricted funds		<u>106,239</u>	<u>82,778</u>
TOTAL FUNDS		<u>106,239</u>	<u>82,778</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 26th June 2025 and were signed on its behalf by:

Jonathan Forbes Bialick
Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	31.8.24	31.8.23
	£	£
Deposit account interest	<u>-</u>	<u>5</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2024

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2024 nor for the year ended 31 August 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2024 nor for the year ended 31 August 2023.

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.24	31.8.23
	£	£
Debtors	<u>22,632</u>	<u>22,612</u>

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.24	31.8.23
	£	£
Trade creditors	<u>15,784</u>	<u>450</u>

6. MOVEMENT IN FUNDS

	At 1.9.23	Net movement in funds	At 31.8.24
	£	£	£
Unrestricted funds			
General fund	82,778	23,461	106,239
	-----	-----	-----
TOTAL FUNDS	<u>82,778</u>	<u>23,461</u>	<u>106,239</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	332,357	(308,896)	23,461
	-----	-----	-----
TOTAL FUNDS	<u>332,357</u>	<u>(308,896)</u>	<u>23,461</u>

6. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.9.22 £	Net movement in funds £	At 31.8.23 £
Unrestricted funds			
General fund	39,580	43,198	82,778
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>39,580</u>	<u>43,198</u>	<u>82,778</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	281,887	(238,689)	43,198
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>281,887</u>	<u>(238,689)</u>	<u>43,198</u>

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2024.

The Orchard Pre-School and Playgroup

Detailed Statement of Financial Activities
for the Year Ended 31 August 2024

	31.8.24 £	31.8.23 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Fees - parents & outings	214,330	169,857
Fees - DCC	110,133	88,931
Milk refund	273	405
Fundraising	4,676	4,675
Grants	-	4,843
Donations	<u>2,945</u>	<u>13,171</u>
	332,357	281,882
Investment income		
Deposit account interest	<u>-</u>	<u>5</u>
Total incoming resources	332,357	281,887
EXPENDITURE		
Charitable activities		
Catering	5,077	4,551
Premises	9,310	9,401
Wages	270,256	206,843
Insurance & subscriptions	563	754
Equipment	9,245	4,135
IT equipment	954	161
Administration	4,081	2,937
Advertising	-	50
Event expenses	583	1,674
Musikgarten	2,340	1,800
Training	1,025	1,308
Grants & donation expenditure	1,145	2,775
Cleaning & PPE	3,399	1,315
Miscellaneous	<u>918</u>	<u>985</u>
	<u>308,896</u>	<u>238,689</u>
Total resources expended	<u>308,896</u>	<u>238,689</u>
Net income	<u><u>23,461</u></u>	<u><u>43,198</u></u>

THE ORCHARD PRE-SCHOOL AND PLAYGROUP

England & Wales - Charity number 1036897

Accounts



Orchard Preschool & Playgroup Charity Number: 1036897 Trustees Annual Report

Financial Year Ending 31st August 2023

We are a parent-involving community-based group providing a safe, secure and stimulating environment for children. The pre-school offers a tailored curriculum promoting the importance of play in the development of the child. Session themes centre around the natural environment with regular sessions held in our purpose made nature garden.

Structure, Governance & Management

- a) Governing Document – Orchard Preschool and Playgroup’s governing documents is the Preschool Learning Alliance Model Constitution 2008 edition which was adopted in 2009.
- c) Trustee Selection Method – Trustees are appointed in accordance with the policies set out within the Preschool Learning Alliance Model Constitution 2008.
- d) Management - Orchard Preschool and Playgroup is managed by the Management Committee. The role of the committee is to support the Manager and the staffing team in the delivery of the aims of the organisation, as well as fundraising and any other general aspects of management.
- e) Internal Controls – The Group has in place systems of internal controls to provide reasonable reassurance against material mismanagement or loss. These include two signatories for all payments and appropriate insurance policies.

Objectives and Activities

The aims of the Pre-school, as set out in our constitution, 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:

- 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;
- 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;
- Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus for our activities remains centred on delivering the early years foundation stage with a special emphasis on nature inspired learning through play. This benefits the children as they develop their social

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus for our activities remains centred on delivering the early years foundation stage with a special emphasis on nature inspired learning through play. This benefits the children as they develop their social and emotional skills in an exciting and engaging environment, exploring the natural world through play.

We have no religious affiliation and are open and welcome to all children and their families. We have excellent facilities and can accommodate children with disabilities and special educational needs. We seek to involve parents, carers and the wider community in the pre-school and playgroup, and hold termly activities directly involving the local community.

We are very grateful to our parent volunteers who work very hard and make a big contribution to the overall running of the pre-school and playgroup. The pre-school and playgroup are overseen by a management committee made up entirely of parent volunteers. The management committee are responsible for the recruitment and retention of staff, the pre-school and playgroups finances and equipment, and ensuring the welfare of all children in attendance. The Committee forms the 'registered person' for Ofsted and has overall responsibility for ensuring all legal requirements are met. Parent volunteers are involved in the pre-school and playgroup in many other ways, from organising fundraisers, sharing hobbies and interests with the children, clearing out the cupboard to helping in the garden.

Trustees

- Chairman – Jonathan Forbes Bialick
- Secretary - Rosanna Stamp
- Treasurer - Josephine Mortimore
- Treasurer - Daisy Thomas
- Safeguarding Officer - Freya Robinson
- General Trustee - Charles Stanforth-Endsor
- General Trustee - Georgia Day
- General Trustee - Sophie Smith
- General Trustee - Ayesha Shahid

- General Trustee – Melinda Blakemore
- General Trustee – Georgina Price

The following trustees resigned in the year: Rachael Saunders, Fleur Dodwell, and Gordon Harris.

Management

- Gemma Houghton

The principal address of the charity is: Lustleigh Village Hall, Lustleigh, Newton Abbot Devon TQ13 9TA

Safeguarding

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud, error and safeguarding. All Trustees, staff and regular helpers are required to maintain a DBS certificate and complete any relevant training.

Reserves & Investments

Orchard Preschool and Playgroup adhere to the financial policies detailed in the Preschool Learning Alliance Model Constitution 2008. Our main financial objective is to create a sustainable and safe financial model that always

protects all staff and volunteers and has a contingency plan in place should the organisation ever be in a position where it needed to close.

Committee and management report

Orchard Preschool & Playgroup commenced the 2022-23 academic year in September, with sessions running every Monday, Tuesday, Wednesday and Thursday from 8.30am until 4pm, a Breakfast Club starting at 7.30am and After School Club in January extending hours until 5.30pm. The total number of registered children at the Preschool during the autumn term was 60, rising to 63 in the spring term and 76 in the summer term, although not all these children attend daily. The preschool is at full capacity with no intention of increasing.

The three children's groups – Acorns (8 months – 2), Saplings (aged 2-3) Oaks (aged 3-5) each have a dedicated group of staff and distinct play spaces to meet their age specific needs and development. The indoor space for these groups is in the larger hall with divisions to increase cohesion, help build links between the groups and the smaller room available used as a dedicated sleeping space.

Our last Ofsted review was in May 2022 and we achieved Outstanding.

The increased cost of living and rising expenses, including the National Living Wage and retaining staff, purchasing food and snacks for the children, and the cost of using the Lustleigh Village Hall, meant that a plan to increase fees was needed to maintain the high standard of care and education provided.

Despite these higher costs, with careful management of the financial sustainability of the preschool, and fundraising through all available channels, we had a surplus for the financial year of £43,198. Further details can be found in the accounts. Some of this surplus will be spent in the year ended 31 August 2023, where grants and donations have been received and allocated for specific projects.

Future planning:

We aim to continue to develop the charity's provision by:

- Ensuring all statutory requirement of the Early years foundation stage framework are met
- Ensuring adequate supervision and appraisals of staff are carried out
- Ensuring all staff have up to date safeguarding training
- Development of our outside space for our youngest children through use the grant money received
- Review all policies, procedures and risk assessments and ensure they are up to date
- Ensuring sustainability of the preschool going forward
- Ensuring the website is up to date and fit for purpose
- Frequent communication to parents about children's progress - ParentZone
- Ensuring the indoor provision reflects the quality of our outdoor provision

Approved by the trustees on 28th June 2024 and signed on their behalf by the chairman, Jonathan Forbes Bialick.

Independent Examiner's Report to the Trustees of
The Orchard Pre-School and Playgroup

Independent examiner's report to the trustees of The Orchard Pre-School and Playgroup

I report to the charity trustees on my examination of the accounts of The Orchard Pre-School and Playgroup (the Trust) for the year ended 31 August 2023.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technicians, which is one of the listed bodies.

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.

Clare Lillington FMAAT

Accountancy Services
Raddon Station Hill
Chudleigh
Newton Abbot
Devon
TQ13 0EE

28 June 2024

The Orchard Pre-School and Playgroup

Statement of Financial Activities
for the Year Ended 31 August 2023

	Notes	31.8.23 Unrestricted fund £	31.8.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		281,882	192,097
Investment income	2	5	-
Total		<u>281,887</u>	<u>192,097</u>
EXPENDITURE ON			
Charitable activities			
Charitable		<u>238,689</u>	<u>177,269</u>
NET INCOME		43,198	14,828
RECONCILIATION OF FUNDS			
Total funds brought forward		39,580	24,752
TOTAL FUNDS CARRIED FORWARD		<u><u>82,778</u></u>	<u><u>39,580</u></u>

The notes form part of these financial statements

The Orchard Pre-School and Playgroup

Balance Sheet

31 August 2023

	Notes	31.8.23 Unrestricted fund £	31.8.22 Total funds £
CURRENT ASSETS			
Debtors	4	22,612	6,292
Cash at bank		60,616	33,873
		<u>83,228</u>	<u>40,165</u>
CREDITORS			
Amounts falling due within one year	5	(450)	(585)
		<u>82,778</u>	<u>39,580</u>
NET CURRENT ASSETS			
		<u>82,778</u>	<u>39,580</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>82,778</u>	<u>39,580</u>
NET ASSETS			
		<u>82,778</u>	<u>39,580</u>
FUNDS			
Unrestricted funds	6	82,778	39,580
		<u>82,778</u>	<u>39,580</u>
TOTAL FUNDS			
		<u>82,778</u>	<u>39,580</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 28th June 2024 and were signed on its behalf by:

Jonathan Forbes Bialick
Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	31.8.23	31.8.22
	£	£
Deposit account interest	5	-
	<u>5</u>	<u>-</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2023 nor for the year ended 31 August 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2023 nor for the year ended 31 August 2022.

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.23	31.8.22
	£	£
Debtors	22,612	6,292
	<u>22,612</u>	<u>6,292</u>

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.23	31.8.22
	£	£
Trade creditors	450	585
	<u>450</u>	<u>585</u>

6. MOVEMENT IN FUNDS

	At 1.9.22	Net movement in funds	At 31.8.23
	£	£	£
Unrestricted funds			
General fund	39,580	43,198	82,778
	<u>39,580</u>	<u>43,198</u>	<u>82,778</u>
TOTAL FUNDS	<u>39,580</u>	<u>43,198</u>	<u>82,778</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	281,887	(238,689)	43,198
	<u>281,887</u>	<u>(238,689)</u>	<u>43,198</u>
TOTAL FUNDS	<u>281,887</u>	<u>(238,689)</u>	<u>43,198</u>

Comparatives for movement in funds

	At 1.9.21	Net movement in funds	At 31.8.22
	£	£	£
Unrestricted funds			
General fund	24,752	14,828	39,580
	<u>24,752</u>	<u>14,828</u>	<u>39,580</u>
TOTAL FUNDS	<u>24,752</u>	<u>14,828</u>	<u>39,580</u>

continued...

6. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	192,097	(177,269)	14,828
TOTAL FUNDS	<u>192,097</u>	<u>(177,269)</u>	<u>14,828</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.21 £	Net movement in funds £	At 31.8.23 £
Unrestricted funds			
General fund	24,752	58,026	82,778
TOTAL FUNDS	<u>24,752</u>	<u>58,026</u>	<u>82,778</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	473,984	(415,958)	58,026
TOTAL FUNDS	<u>473,984</u>	<u>(415,958)</u>	<u>58,026</u>

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2023.

The Orchard Pre-School and Playgroup

Detailed Statement of Financial Activities
for the Year Ended 31 August 2023

	31.8.23	31.8.22
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Fees - parents & outings	169,857	103,312
Fees - DCC	88,931	59,207
Milk refund	405	618
Fundraising	4,675	6,838
Grants	4,843	593
Donations	13,171	91
Other in Gift Aid	-	1,628
Holiday Club - now in fees	-	19,810
	<hr/>	<hr/>
	281,882	192,097
Investment income		
Deposit account interest	5	-
	<hr/>	<hr/>
Total incoming resources	281,887	192,097
EXPENDITURE		
Charitable activities		
Catering	4,551	2,223
Premises	9,401	4,278
Wages	206,843	155,017
Insurance & subscriptions	754	839
Equipment	4,135	2,657
IT equipment	161	1,543
Administration	2,937	1,593
Advertising	50	40
Event expenses	1,674	193
Musikgarten	1,800	2,160
Training	1,308	893
Grants & donation expenditure	2,775	2,752
Cleaning & PPE	1,315	1,000
Miscellaneous	985	2,081
	<hr/>	<hr/>
	238,689	177,269
Total resources expended	<hr/>	<hr/>
	238,689	177,269
Net income	<hr/> <hr/>	<hr/> <hr/>
	43,198	14,828

THE ORCHARD PRE-SCHOOL AND PLAYGROUP

England & Wales - Charity number 1036897

Accounts



Orchard Preschool & Playgroup Charity Number: 1036897 Trustees Annual Report

Financial Year Ending 31st August 2022

We are a parent-involving community-based group providing a safe, secure and stimulating environment for children. The pre-school offers a tailored curriculum promoting the importance of play in the development of the child. Session themes centre around the natural environment with regular sessions held in our purpose made nature garden.

Structure, Governance & Management

- a) Governing Document – Orchard Preschool and Playgroup’s governing documents is the Preschool Learning Alliance Model Constitution 2008 edition which was adopted in 2009.
- c) Trustee Selection Method – Trustees are appointed in accordance with the policies set out within the Preschool Learning Alliance Model Constitution 2008.
- d) Management - Orchard Preschool and Playgroup is managed by the Management Committee. The role of the committee is to support the Manager and the staffing team in the delivery of the aims of the organisation, as well as fundraising and any other general aspects of management.
- e) Internal Controls – The Group has in place systems of internal controls to provide reasonable reassurance against material mismanagement or loss. These include two signatories for all payments and appropriate insurance policies.

Objectives and Activities

The aims of the Pre-school, as set out in our constitution, 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:

- 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;
- 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;
- Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus for our activities remains centred on delivering the early years foundation stage with a special emphasis on nature inspired learning through play. This benefits the children as they develop their social

and emotional skills in an exciting and engaging environment, exploring the natural world through play.

We have no religious affiliation and are open and welcome to all children and their families. We have excellent facilities and can accommodate children with disabilities and special educational needs. We seek to involve parents, carers and the wider community in the pre-school and playgroup, and hold termly activities directly involving the local community.

We are very grateful to our parent volunteers who work very hard and make a big contribution to the overall running of the pre-school and playgroup. The pre-school and playgroup are overseen by a management committee made up entirely of parent volunteers. The management committee are responsible for the recruitment and retention of staff, the pre-school and playgroups finances and equipment, and ensuring the welfare of all children in attendance. The Committee forms the 'registered person' for Ofsted and has overall responsibility for ensuring all legal requirements are met. Parent volunteers are involved in the pre-school and playgroup in many other ways, from organising fundraisers, sharing hobbies and interests with the children, clearing out the cupboard to helping in the garden.

Trustees

- Chairman – Forbes Bialick
- Secretary - Rachael Saunders
- Treasurer - Fleur Dodwell
- Safeguarding Officer - Freya Robinson
- General Trustee - Melinda Blakemore
- General Trustee - Georgina Price
- General Trustee - Gordon Harris
- General Trustee - Georgia Day
- General Trustee - Ayesha Shahid

Management

- Gemma Houghton

Safeguarding

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud, error and safeguarding. All Trustees, staff and regular helpers are required to maintain a DBS certificate and complete any relevant training.

Reserves & Investments

Orchard Preschool and Playgroup adhere to the financial policies detailed in the Preschool Learning Alliance Model Constitution 2008. Our main financial objective is to create a sustainable and safe financial model that always protects all staff and volunteers and has a contingency plan in place should the organisation ever be in a position where it needed to close.

Committee and management report

Orchard Preschool & Playgroup commenced the 2021-22 academic year in September, with sessions running every Monday, Tuesday, Wednesday and Thursday from 8.30am until 4pm, a Breakfast Club starting at 7.30am and the introduction of the After School Club in January extending hours until 5.30pm. The total number of registered children Preschool during the autumn term was 49, rising to 62 in the spring term and 60 in the summer term, although not all these children attend daily. The preschool is at full capacity with no intention of increasing.

The three children's groups – Acorns (8 months – 2), Saplings (2-3) Oaks (aged 3-5) each have a dedicated group of staff and distinct play spaces to meet their age specific needs and development. The indoor space for Acorns moved from the smaller room to joint to other groups in the larger hall with divisions to increase cohesion, help build links between the groups and create a dedicated sleeping space.

Ofsted conducted its long awaited review in May 2022 and we achieved Outstanding.

The increased cost of living and rising expenses, including the National Living Wage increase and retaining staff, purchasing food and snacks for the children, and the cost of using the Lustleigh Village Hall, meant that a plan to increase fees was needed to maintain the high standard of care and education provided.

Despite these higher costs, with careful management of the financial sustainability of the preschool, and fundraising through all available channels, we had a surplus for the financial year of £15,870.54. Further details and breakdown are at the end of this document.

Future planning:

We aim to continue to develop the charity's provision by:

- Ensuring all statutory requirements of the Early years foundation stage framework are met
- Ensuring adequate supervision and appraisals of staff are carried out
- Ensuring all staff have up to date safeguarding training
- Development of our outside space for our youngest children through use of the grant money received
- Review all policies, procedures and risk assessments and ensure they are up to date
- Ensuring sustainability of the preschool going forward
- Ensuring the website is up to date and fit for purpose
- Frequent communication to parents about children's progress - ParentZone
- Ensuring the indoor provision reflects the quality of our outdoor provision

Approved by the trustees on 15th June 2023 and signed on their behalf by Forbes Bialick (chairman)

ORCHARD PRE-SCHOOL & PLAYGROUP
Receipts & payments account
For the year ended 31st August 2022

Charity number 1036897

	Unrestricted	Restricted	Total	
	Fund	Fund		2021
Receipts				
Fees - parents & outings	101976.02	0	101976.02	42126.57
Fees - DCC	63989.11	0	63989.11	45452.47
Milk refund	618.20	0	618.20	46.20
Fundraising	4813.20	0	4813.20	2364.02
Grants inc Senco	592.94	0	592.94	996.60
Donations	91.34	0	91.34	1716.01
Other inc gift aid	1627.65	0	1627.65	0.00
Holiday club	20145.25	0	20145.25	12767.76
Bank interest	0.00	0	0.00	1.30
	<u>193853.71</u>	<u>0.00</u>	<u>193853.71</u>	<u>105470.93</u>
Payments				
Catering	2222.54	0	2222.54	648.04
Premises	4307.54	0	4307.54	4247.69
Wages	155520.75	0	155520.75	95854.57
Insurance & subscriptions	839.16	0	839.16	776.46
Equipment	2749.59	0	2749.59	1501.80
IT equipment	1542.60		1542.60	0.00
Administration	1592.72	0	1592.72	1128.89
Advertising	40.00	0	40.00	20.00
Event expenses etc	193.04	0	193.04	22.00
Musikgarten	1980.00	0	1980.00	1140.00
Training	893.00	0	893.00	358.00
Grant programme exp	2752.36	0	2752.36	4549.36
Cleaning & PPE	1249.53		1249.53	0.00
Miscellaneous	2100.64	0	2100.64	2573.66
	<u>177983.47</u>	<u>0.00</u>	<u>177983.47</u>	<u>112820.47</u>
Surplus/Deficit for year	15870.24	0.00	15870.24	(7349.54)
Add opening balances				
Current account	15524.04	0	15524.04	22874.88
Deposit account	403.33	0	403.33	403.27
Reserve account (Fundraising)	2075.70	0.00	2075.70	2074.46
	<u>33873.31</u>	<u>0.00</u>	<u>33873.31</u>	<u>18003.07</u>
Represented by:				
Current account	31394.28	0.00	31394.28	15524.04
Deposit account	403.33	0.00	403.33	403.33
Reserve account (Fundraising)	2075.70	0.00	2075.70	2075.70
	<u>33873.31</u>	<u>0.00</u>	<u>33873.31</u>	<u>18003.07</u>

Signed

Forbes Bialick (Chairman)

15th June 2023

Notes to the accounts for the year ended 31st August 2022

Basis of preparation of Accounts

The accounts have been prepared on the receipts and payments basis.

1. Income

All income is accounted for as received by the charity. The income shown is gross with associated costs in expenses.

2. Trustees payments

No remuneration or expenses been paid to the trustees in the year.

3. Equipment

Toys and equipment purchased are considered general expenses and not shown as assets.

4. Prior year note

The payments include £1,303 relating to 2021 accounts.

This covered wages, rent, catering and admin.

The income includes £8.048 relating to the 2021 accounts.

This covered DCC funding, fees and Holiday club.

5. Income

Income due at 31/08/2022 was for Parent fees, fundraising and holiday club fees.

6. Expenditure

At the year end there was rent music session expenses due.

Independent Examiner's Report to the Committee of Orchard Pre-School & Playgroup

Registered Charity Number: 1036897

I report on the accounts of the Committee for the year ended 31st August 2022 are set out on the attached pages.

Respective responsibilities of trustees and examiner

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act. Basis of independent examiner's report.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records

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

CLARE LILLINGTON
Fellow Member of the Association of Accounting Technicians,
Raddon
Station Hill
Chudleigh
Newton Abbot
Devon, TQ13 0EE

Date: 16th June 2023

THE ORCHARD PRE-SCHOOL AND PLAYGROUP

England & Wales - Charity number 1036897

Accounts



Orchard Preschool & Playgroup Charity Number: 1036897 Trustees Annual Report

Financial Year Ending 31st August 2021

We are a parent-involving community based group providing a safe, secure and stimulating environment for children. The pre-school offers a tailored curriculum promoting the importance of play in the development of the child. Session themes centre around the natural environment with regular sessions held in our purpose made nature garden.

Structure, Governance & Management

- a) Governing Document - Orchard Preschool and PPlaygroup's governing documents is the Preschool Learning Alliance Model Constitution 2008 edition which was adopted in 2009.
- c) Trustee Selection Method - Trustees are appointed in accordance with the policies set out within the Preschool Learning Alliance Model Constitution 2008.
- d) Management - Orchard Preschool and Playgroup is managed by the Management Committee. The role of the committee is to support the Manager and the staffing team in the delivery of the aims of the organisation, as well as fundraising and any other general aspects of management.
- e) Internal Controls - The Group has in place systems of internal controls to provide reasonable reassurance against material mismanagement or loss. These include two signatories for all payments and appropriate insurance policies.

Objectives and Activities

The aims of the Pre-school, as set out in our constitution, 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:

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;

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;

Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus for our activities remains centred on

delivering the early years foundation stage with a special emphasis on nature inspired learning through play. This benefits the children as they develop their social and emotional skills in an exciting and engaging environment, exploring the natural world through play.

We have no religious affiliation and are open and welcome to all children and their families. We have excellent facilities and can accommodate children with disabilities and special educational needs. We seek to involve parents, carers and the wider community in the pre-school and playgroup, and hold termly activities directly involving the local community.

We are very grateful to our parent volunteers who work very hard and make a big contribution to the overall running of the pre-school and playgroup. The pre-school and playgroup are overseen by a management committee made up entirely of parent volunteers. The management committee are responsible for the recruitment and retention of staff, the pre-school and playgroups finances and equipment, and ensuring the welfare of all children in attendance. The committee forms the 'registered person' for Ofsted and has overall responsibility for ensuring all legal requirements are met. Parent volunteers are involved in the pre-school and playgroup in many other ways, from organising fundraisers, sharing hobbies and interests with the children, clearing out the cupboard to helping in the garden.

Trustees

- Chairman - Elizabeth Ruffles
- Secretary - Rachael Saunders
- Treasurer - Fleur Dodwell
- Safeguarding Officer - Natalie Davies
- General Trustee - Melinda Blakemore
- General Trustee - Georgina Price
- General Trustee - Gordon Harris
- General Trustee - Hannah Law
- General Trustee - Ayesha Shahid

Management

- Gemma Houghton

Safeguarding

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud, error and safeguarding. All Trustees, staff and regular helpers are required to maintain a DBS certificate and complete any relevant training.

Reserves & Investments

Orchard Preschool and Playgroup adhere to the financial policies detailed in the Preschool Learning Alliance Model Constitution 2008. Our main financial objective is to create a sustainable and safe financial model that protects all staff and volunteers at all times and has a contingency plan in place should the organisation find themselves in the need to close.

Plans for the future

Covid restrictions were in place for large proportions of this financial period and therefore, planning for the future became extremely difficult. Our main objectives were:

- To protect the health and safety of our staffing team during the pandemic by applying all health and safety guidelines set out by the government
- Continue providing emergency care for Key Worker families so that they can continue to provide vital public services
- Carefully manage the financial sustainability of the preschool, investigate all available central support and raise funds through all available channels.

With these objectives in place, we managed to continue operating a skeleton service during the countrywide lockdowns, furloughing vulnerable members of staff and delivering a vital community service to key worker families.

All health and safety guidelines were followed including testing, the use of PPE and clear instructions given to user to ensure that any sick children were kept at home.

With the correct policies and procedures in place we were able to protect the health of our staff.

We were able to claim a grant through the government's Job Retention Scheme to help us retain our workforce. Government funding for 3 and 4 year olds was still allocated for all children registered with the setting and Key Worker families seeking unfunded care for their children paid privately for their places. This covered our operational costs allowing us to close the year in a stable financial position.

Future planning beyond 2021 includes:

- Developing adequate provision for our youngest children
- Ensuring all statutory requirement of the early years framework are met
- Ensuring adequate supervisions and appraisals of staff were carried out
- Ensuring all staff had completed safeguarding training
- Development of our outside space for our youngest children
- Review all policies, procedures and risk assessments
- Ensuring sustainability of the preschool going forward
- Ensuring the website was up to date and fit for purpose
- Better communication to parents about children's progress - Tapestry
- Ensure the indoor provision reflects the quality of our outdoor provision

ORCHARD PRE-SCHOOL & PLAYGROUP
Receipts & payments account
For the year ended 31st August 2021

Charity number 1036897

	Unrestricted	Restricted	Total	
	Fund	Fund		2020
Receipts				
Fees - parents & outings	15735.83	0	15975.83	15975.83
Fees - DCC	38634.15	0	38634.15	38634.15
Playgroup	0.00	0	0.00	0.00
Milk refund	109.90	0	109.90	109.90
Fundraising	941.50	0	941.50	941.50
Grants inc Senco	16719.47	0	16719.47	16719.47
Donations	994.30	0	994.30	994.30
Other inc gift aid	752.58	0	832.58	832.58
Holiday club	6398.00	0	6873.00	6873.00
Bank interest	3.76	0	3.76	3.76
	<u>80289.49</u>	<u>0.00</u>	<u>81084.49</u>	<u>81084.49</u>
Payments				
Catering	530.00	0	530.00	530.00
Premises	2517.00	0	2517.00	2517.00
Wages	56730.68	0	63811.16	63811.16
Insurance & subscriptions	622.86	0	622.86	622.86
Equipment	1350.10	0	1440.98	1440.98
Administration	0.00	0	0.00	0.00
Advertising	0.00	0	0.00	0.00
Event expenses etc	0.00	0	0.00	0.00
Pyjama Drama	0.00	0	0.00	0.00
Musikgarten	720.00	0	900.00	900.00
Training	344.67	0	344.67	344.67
Web hosting	50.00	0	50.00	50.00
Grant programme exp	1426.88	0	1426.88	1426.88
Miscellaneous	876.52	0	876.52	876.52
	<u>65168.71</u>	<u>0.00</u>	<u>72520.07</u>	<u>72520.07</u>
Surplus/Deficit for year	15120.78	0.00	8564.42	8564.42
Add opening balances				
Current account	14314.22	0	14314.22	14314.22
Deposit account	402.66	0	402.66	402.66
Reserve account (Fundraising)	2071.31	0.00	2071.31	2071.31
	<u>31908.97</u>	<u>0.00</u>	<u>25352.61</u>	<u>25352.61</u>
Represented by:				
Current account	22874.88	0.00	22874.88	22874.88
Deposit account	403.27	0.00	403.27	403.27
Reserve account (Fundraising)	2074.46	0.00	2074.46	2074.46
	<u>25352.61</u>	<u>0.00</u>	<u>25352.61</u>	<u>25352.61</u>

Signed

Notes to the accounts for the year ended 31st August 2021

Basis of preparation of Accounts

The accounts have been prepared on the receipts and payments basis.

1. Income

All income is accounted for as received by the charity. The income shown is gross with associated costs in expenses.

2. Trustees payments

No remuneration or expenses been paid to the trustees in the year.

3. Equipment

Toys and equipment purchased are considered general expenses and not shown as assets.

4. Prior year note

The payments include £3,675 (wages) relating to 2020 accounts.

5. Income

Income due at 31/08/2021 was for DCC Funding, Parent and holiday club fees.

6. Expenditure

At the year end there was holiday club rent due.

Independent Examiner's Report to the Committee of Orchard Pre-School & Playgroup

Registered Charity Number: 1036897

I report on the accounts of the Committee for the year ended 31st August 2021 are set out on the attached pages.

Respective responsibilities of trustees and examiner

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act. Basis of independent examiner's report.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records

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

CLARE LILLINGTON
Fellow Member of the Association of Accounting Technicians,
Raddon
Station Hill
Chudleigh
Newton Abbot
Devon, TQ13 0EE

Date: 27th June 2022

THE ORCHARD PRE-SCHOOL AND PLAYGROUP

England & Wales - Charity number 1036897

Accounts



Orchard Preschool & Playgroup Charity Number: 1036897 Trustees Annual Report

Financial Year Ending 31st August 2020

We are a parent-involving community based group providing a safe, secure and stimulating environment for children. The pre-school offers a tailored curriculum promoting the importance of play in the development of the child. Session themes centre around the natural environment with regular sessions held in our purpose made nature garden.

Objectives and Activities

The aims of the Pre-school, as set out in our constitution, 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:

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;

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;

Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus for our activities remains centred on delivering the early years foundation stage with a special emphasis on nature inspired learning through play. This benefits the children as they develop their social and emotional skills in an exciting and engaging environment, exploring the natural world through play.

We have no religious affiliation and are open and welcome to all children and their families. We have excellent facilities and can accommodate children with disabilities and special educational needs. We seek to involve parents, carers and the wider community in the pre-school and playgroup, and hold termly activities directly involving the local community.

We are very grateful to our parent volunteers who work very hard and make a big contribution to the overall running of the pre-school and playgroup. The pre-school and playgroup are overseen by a management committee made up entirely of parent volunteers. The management committee are responsible for the recruitment and retention of staff, the pre-school and playgroups finances and equipment, and ensuring the welfare of all children in attendance. The committee forms the 'registered person' for Ofsted and has overall responsibility for ensuring all legal requirements are met. Parent

volunteers are involved in the pre-school and playgroup in many other ways, from organising fundraisers, sharing hobbies and interests with the children, clearing out the cupboard to helping in the garden.

Committee and Management Report

Orchard Preschool & Playgroup commenced the 2019-20 academic year on Tuesday 8th September, with sessions running every Monday, Tuesday, Wednesday and Thursday from 8.30am until 16.00pm.

Katie Weller remained in the position of Manager until 31st October 2019. Following this date, Gemma Houghton was appointed as Manager of Orchard Preschool and Playgroup.

Following her initial observations setting's practices and procedures, and taking advice and feedback from parents, Early Years Consultants and the Ofsted guidelines, Gemma formulated an action plan with the aim of improving the charity's provision by:

- Developing adequate provision for our youngest children
- Ensuring all statutory requirement of the early years framework were met
- Ensuring adequate supervisions and appraisals of staff were carried out
- Ensuring all staff had completed safeguarding training
- Development of 'the yard' into the 'the nurture garden'
- Review all policies, procedures and risk assessments
- Ensuring sustainability of the preschool going forward
- Ensuring the website was up to date and fit for purpose
- Better communication to parents about children's progress - Tapestry
- Ensure the indoor provision reflects the quality of our outdoor provision

This action plan was implemented throughout 2019-2020.

It was observed that in the period leading up to Gemma Houghton's appointment, staff moral had been low and staff turnover high. By working closely with the staff, highlighting their strengths, boosting morale and confidence, implemented staff Inset training days and supporting staff in their training and development, Gemma has been able to retain staff and develop a positive working environment.

To ensure the sustainability of the preschool, provision for our younger children needed to improve. New groups were formed - Oaks (aged 3-5), Saplings (aged 2-3) and Acorns (8 month to 2). Each group were offered their own dedicated staff and play space, specifically development to meet the needs of their age and development stage.

As the country went into lockdown due to Covid-19 in March 2020, Orchard Preschool followed the Government Guidelines and remained open only to 'Key Worker' families. However, after close consultation with our families and staff, it was felt that in order to sustain the Preschool for the future was to close all together.

During this period of uncertainty, the Management, Committee and Parents all worked together to ensure the best outcomes for the children. Home learning was sent out virtually where appropriate and the staff made themselves available for families when needed. Gemma continued her work as Safeguarding Lead to support our families deemed at risk. Policies and Procedures were reviewed and rewritten where needed, preparation was done for the potential reopening during a pandemic and risk assessments were revisited with this in mind.

We received financial support from the government during lockdown as we continue to receive central funding for 2, 3 and 4 year olds and Job Retention Scheme grants for staff

who were furloughed.

We were fortunate enough in May 2020 to receive a grant from the National Lottery Community Fund of £9351. Half of this grant was ringfenced for training and activities to support the community during and after the Covid-19 induced lockdown, which the other half of the grant was allocated to purchasing the equipment required to support the community through these activities. After consulting the National Lottery Community Fund, we went ahead with purchasing the equipment in preparation for the sessions, when the government guidelines would allow.

As the lockdown was eased in the summer the situation, we were able to open our Summer Holiday Club welcoming our Preschool Families back to the setting for two days per week, in strict bubbles to protect everyone accordingly.

In September, we reopened the provision completely implementing all of the new health and safety guidelines for working in the Early Years sector.

During the 2019-20 period, we were delighted to welcome Robyn Harvey as Play Leader for Acorns.

Whilst this was a challenging year for Orchard Preschool and Playgroup, though the incredible hard work and dedication of our Staff, Management and Committee and the loyalty of our family Members, we ended the 19-20 academic year feeling hopeful for the following year. The setting was in fantastic shape, the team motivated and engaged, and Covid was driving more and more families into the South West. We had every opportunity to grow and develop our provision and support more families with young children.

Treasurer's Report

Total receipts	£87772.25
Total payments	£84933.89
Surplus/deficit	£2838.36
Outstanding Payments	£3675.31
Outstanding Income	£3339.07
Year End Position	£2502.12

Autumn term panned out as projected, operating at a slight loss as is generally expected during this term as child numbers tend to be lower due to school leaver graduating in July. We typically see an increase in child numbers in the Spring term and again in the Summer term.

Spring term was affected by Covid restrictions, which forced us to close to all non 'Key Workers' families from the middle of March. We continued to receive funding for the children that would have attended but lost all income from private parent fees.

Staff who served our private fee paying children were furloughed and we were able to claim 80% of their wages through the Government Job Retention Scheme and received grants from the scheme totalling £7368.47. We adhered to the guidelines for the scheme and paid all furloughed staff 80% of their wages.

We raised £736.50 through fundraising before restrictions were put in place, this was £486.50 from a Pancake Pop-Up event and £250 other activities.

The Lustleigh Show committee also kindly donated £983.37 to the charity which we used to cover the costs of new furniture and room dividers for the hall.

We remained closed throughout the summer term but were able to run the Summer Holiday Club, although at a lower capacity than planned, which gained us an income of £6654.

In May 2020, we received £9351 after applying for a grant from the National Lottery Community Fund. This grant awarded for us to deliver our 'Wellness Wednesday' programme where we would support families with young children throughout our community with a series of activities to promote mental and physical wellness. Equipment for these activities was purchased in 2020 ready to implement the activities post Covid.

After a very difficult year during this unprecedented time we have managed to close the financial year in a really strong position with a surplus of £2502.12. We hope that if we are able to open and operate as normal we should go from strength to strength as we welcome children back into the setting.