



RECEIPTS AND PAYMENTS ACCOUNTS  
FOR THE YEAR ENDED 31ST AUGUST 2022

CHARITY REGISTRATION NUMBER

**2506470**

(England & Wales)



# Trustees' Annual Report for the period

Period start date		Period end date	
From	01 09 2021	To	31 08 2022

## Section A Reference and administration details

**Charity name** PICKERING PRE-SCHOOL PLAYGROUP

**Other names charity is known by**

**Registered charity number (if any)** 1038039

**Charity's principal address** C/O Pickering Community Infant and Nursery School  
 RUFFA LANE  
 PICKERING  
**Postcode** YO18 7AT

### 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	CAROLINE WILKIE	TRUSTEE	01-10-2016 TO 30-06-2022	
2	RICHARD MARK ALLENBY	TRUSTEE	14-12-2020 TO DATE	
3	MARY LOUISE SIMS	TRUSTEE	14-12-2020 TO DATE	
4	AMY KING	TRUSTEE	05-01-2021 TO 30-06-2022	
5	AMANDA LOUISE WILKINSON	TRUSTEE	14-12-2020 TO DATE	
6				
7				
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)


### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
ACCOUNTANT	CHAMPLEYS ACCOUNTANTS	CHAMPLEYS MEWS, MARKET PLACE, PICKERING YO18 7AE

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

AMY KING - MANAGER

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	PSLA CONSTITUTION
How the charity is constituted (eg. trust, association, company)	CONSTITUTION ADOPTED 16 OCTOBER 1991 AS AMENDED BY SCHEME DATED 01 MAR 2017
Trustee selection methods (eg. appointed by, elected by)	APPOINTED BY COMMITTEE

### 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.

The adopted policies and procedures for the year were taken from the Pre-school Learning Alliance models, which were adapted to be relevant to the charity.

## Section C Objectives and activities

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

To provide sessional care for children aged two to school age. Also providing parent and toddler and parent and baby sessions.

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

<p>The aim of the charity is to enhance the development and education of children of pre-school/nursery age Sessional Day Care and by:</p> <ul style="list-style-type: none"> <li>• Providing high quality care and education for children primarily below statutory school age;</li> <li>• Working in partnership with parents to help children to learn and develop.</li> <li>• Adding to the life and wellbeing of its local community;</li> <li>• Offering appropriate play facilities ensuring that such sessions offer opportunities for all children by providing it at an affordable price.</li> </ul> <p>The charity provides a readily available and affordable pre-school childcare in the town. The Team at the pre-school have worked hard to ensure that our children leave ready for their next step in their learning journey, whether that be at school nursery or reception. We work hard to ensure their transition to school moves at their pace.</p> <p>Children make good progress because their key person knows them and builds a secure bond of trust and friendship. Staff work hard to ensure that children's next steps are planned for and assessed. Using the framework of the statutory guidance laid down by the government, they ensure that children progress in their learning at their own pace and stage, and in a way that enables them to learn best.</p> <p>The relaxing of Covid restrictions saw activities provide returning to the pre-pandemic nature. Outdoor visits and trips were resumed with the help of parents / carers. Encouraging children to play alongside each other and as part of groups was again one of the important aspects of this period with many young children having never experienced play with anyone outside of their home bubble before joining us. The free transition between our indoor and outdoor spaces were encouraged, with writing and numeracy areas outside created, alongside sand, water and mud-kitchen play. Children also enjoying a variety of climbing, see-saw and slide play items on a grass area our landlord had allowed us to use.</p> <p>We again used a small garden area, with children planting seeds, watering and watching vegetable plants grow through the spring and summer terms. Healthy eating continues to be promoted with fruit and veg being offered as snack foods each day. How we recycle also continues to be developed with children and they enjoy the responsibility of helping staff take the recycling to the correct bins.</p> <p>The charity trustees have complied with their duty to have due regard to the guidance on public sector benefit published by the Charity Commission in exercising their powers and duties.</p>
---

## Additional details of objectives and activities (Optional information)

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

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

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

This has been another difficult year for pre-school. The country came out of the coronavirus pandemic just before this review period which had seen the pre-school change the way it operated to minimise risk to children and staff. Once restrictions were lifted, we began to return to offer play and learning in a way that would have been normal in the pre-pandemic age.

In the previous review period, the pre-school elected three trustees / committee members to replace other former trustees. The long-standing manager also left the post; her replacement being the first duty the new committee undertook. The transition was not easy. Most of the pre-school's financial reserve had been used by the time the new committee and manager took over, used during the period when a national lockdown was in place. By the end of the previous review period our financial position was very weak, so much so that we were in a serious position where closure was considered.

At the start of this review period to attempt to get a better idea of our finances we sought a financial review from North Yorkshire County Council during August 2021. Our main concern was if we re-opened to children in September 2021 and should then run out of money weeks later it would not be in the best interest of anyone, most importantly the children in our care. NYCC found that we remained a viable business, we informed staff of the result and that we intended to continue. We re-opened to children in September 2021 under the knowledge that micromanaging the financial side of the charity would be of paramount importance for a considerable time. The committee made two significant grant applications; to our local town council and to our district council, to seek to be awarded grants to go toward our running costs. Our town councillors very generously awarded us a grant to pay for our autumn 2021 term rent in whole. The local authority gave us a grant to further assist with running costs including

paediatric first aid training for four members of staff. With this completed in October 2021 it gave us a far higher level of first aid cover during all of our sessions than had been previously seen. Both these grants effectively saw the pre-school remain open. The final payment from a shop loyalty scheme made by a Co-operative grant applied for by the previous manager donated much needed funds and helped hugely in securing our future. A Christmas fair gave the pre-school much needed money to replace some older worn-out items.

During this review period we resumed local visits with the children. These visits had to cease during the pandemic but could be restarted as national guidance allowed. Our children enjoyed visits to the local heritage steam railway, to various shops where they selected fruit and veg for their snacks, and also to a nearby enclosed public play park.

In January 2022 Ofsted visited us for an inspection, we were judged to be "Requiring Improvement". While generally disappointing for all, the report did have some very positive comments to take from which we could use and build on. With such a grading Ofsted return within a twelve-month window to make another assessment.

Two experienced members of staff left during this period of uncertainty, whilst disappointing it was understandable. We employed three members of staff as replacements. One has now completed additional special educational needs co-ordinator training while another is part way through the course. This should give children who attend a much-improved assessment process and learning experience should they require it.

We made a "Get Going" grant application to North Yorkshire County Council in May 2022 to purchase outdoor trike, balance bike and playground items alongside safety equipment for their safe use. This grant was accepted, and we were awarded nearly £1000. Balance bikes, trikes, scooters, ride-ons and helmets were purchased, and the children have loved these. It allows us to give all children a safe place to learn to control such equipment, doing so safely and with supervision. We have been able to use a small playground within the wider school site to give the children a larger area to use these items.

In May 2022 we also made a grant application to Ryedale District Council in respect of funds to purchase equipment for use in both the school's "forest school" area. This was for items that could also be used in our building to give children an increased knowledge of nature and the world around them. The council passed the grant, and we were awarded £1,200 of a £1,500 request, payable in two £600 payments. We spent part of the first £600 in July 2022 and began using the items. In September 2022 school closed the forest school area to all pupils. We have not now spent any further money of this grant until the area re-opens. Unfortunately, Ryedale District Council ceases to exist from April 2023 so this second half of the grant may now be inaccessible.

In June 2022 the committee replaced the manager of the last eighteen months. In July 2022 were successful in applying for a place on a new national Early Years Covid Recovery programme to be rolled out in the next review period. A successful Summer Fair was held raising much needed funds. For the rest of the summer 2022 term and subsequent holidays the new manager and committee undertook a total overhaul of the pre-school's childcare procedures and paperwork.

As summer 2022 approached the number of applications for child places for September 2022 was not great. Most of the existing children from the current school year were due to leave us to move into school. Having a “Requires Improvement” Ofsted rating was probably the main reason for this. We created promotional material and updated our website and social media presence so that the number of parents asking for places steadily rose. We closed the review period in a more stable position, our finances were improved on where we were twelve months earlier.

Looking beyond this review period, we re-opened in September 2022 and child numbers continued to gradually increase. Ofsted returned to assess us in October 2022 and this time it saw us awarded a “Good” grading. This was very emotional for all involved with the pre-school, and a reward for all staff and volunteers for sticking with it. Since being graded “Good”, applications for places have been phenomenal and we are looking at extending our opening times and to employ more staff to cater for the demand.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The charity aims to have sufficient reserves to cover staff redundancy and for three months rent.

**Details of any funds materially in deficit**

None.

### Further financial review details (Optional information)

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

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

## Section F


## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature	
Full name	AMANDA WILKINSON
Position (eg Secretary, Chair, etc)	TREASURER
Date	17/05/2023


**Pickering Pre-School Playgroup**  
Charity No: 1038039  
Receipts and Payments Accounts for the year ended 31st August 2022

**Section A Receipts and Payments**

	Unrestricted £	Restricted £	Endowment £	Total £	Prior year £
<b>A1 Receipts</b>					
Subscriptions - NYCC	32,676	-	-	32,676	21,654
Subscriptions - Parents	12,812	-	-	12,812	12,182
CJRS Government Grant Income	-	-	-	-	956
Local Grant Income	-	5,754	-	5,754	-
Fundraising	575	4,527	-	5,102	1,607
Donations	16	-	-	16	-
Bank Interest	16	-	-	16	21
Sundry Income	3,809	-	-	3,809	2,933
<b>Sub total</b> (Gross income for AR)	49,904	10,281	-	60,185	39,353
<b>A2 Asset and Investment Sales</b> (see table)	-	-	-	-	-
<b>Total Receipts</b>	49,904	10,281	-	60,185	39,353
<b>A3 Payments</b>					
Accountancy Fees	600	-	-	600	600
Cleaning Expenses	223	-	-	223	119
Insurance	-	-	-	-	639
Rent	3,720	4,792	-	8,512	8,512
Repairs and Maintenance	59	-	-	59	317
Staff Training and Welfare	731	-	-	731	137
Subscriptions	364	-	-	364	273
Sundry Expenses	258	-	-	258	-
Toys and Equipment	-	2,077	-	2,077	366
Wages and Salaries	32,462	3,305	-	35,767	38,784
<b>Sub total</b>	38,417	10,174	-	48,591	49,747
<b>A4 Asset and Investment Purchases</b> (see table)	-	-	-	-	-
<b>Total Payments</b>	38,417	10,174	-	48,591	49,747
<b>Net of Receipts/(Payments)</b>	11,487	107	-	11,594	(10,394)
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	5,269	-	-	5,269	15,663
<b>Cash funds this year end</b>	16,756	107	-	16,863	5,269

**Pickering Pre-School Playgroup**  
Charity No: 1038039  
Receipts and Payments Accounts for the year ended 31st August 2022

**Section B Statement of Assets and Liabilities at the end of the period**

	£	£	£
<b>B1 Cash funds</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>
Yorkshire Bank	13,382	-	-
Yorkshire Building Society	3,288	-	-
Yorkshire Bank Fundraising Account	193	-	-
<b>Total cash funds</b>	<b>16,863</b>	<b>-</b>	<b>-</b>
<b>B2 Other monetary assets</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>
Ryedale District Council Forest Area Grant	-	600	-
<b>B3 Investment assets</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	-	-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<u>Buildings</u>			
Storage shed	Unrestricted	696	-
Decking and work to shelter	Unrestricted	1,330	-
		2,026	-
<b>B5 Liabilities</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
Accountancy	Unrestricted	150	-
		150	-
<b>Signed by one or two trustees on behalf of all the trustees</b>	<b>Signature</b>	<b>Print Name</b>	<b>Approval Date</b>
		Amanda Wilkinson	17/05/2023

**PICKERING PRE-SCHOOL PLAYGROUP  
INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2022**

I report on the accounts of Pickering Pre-School Playgroup for the year ended 31<sup>st</sup> August 2022, which are set out on pages 8 to 9.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of the Independent Examiner's Report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Michael Richmond FCCA BA (Hons) MAAT  
Champleys Accountants  
Champleys Mews, Market Place, Pickering YO18 7AE

17<sup>th</sup> May 2023



**Issuer** Champleys Accountants

**Document generated** Wed, 17th May 2023 12:06:03 BST

**Document fingerprint** 914ad5aa26967ae6653a5bf4aefcf09f

**Parties involved with this document**

Document processed	Party + Fingerprint
Wed, 17th May 2023 18:48:49 BST	Mrs Amanda Louise Wilkinson - Signer (4839035af4ab1f42720eb80ef8216227)
Wed, 17th May 2023 18:48:49 BST	Michael Richmond - Copied In (113ebc10ca6004b73fce4d2a16d3f3db)

**Audit history log**

Date	Action
Wed, 17th May 2023 18:48:51 BST	Mrs Amanda Louise Wilkinson viewed the envelope. (151.228.167.122)
Wed, 17th May 2023 18:48:50 BST	Document emailed to party email (35.176.31.57)
Wed, 17th May 2023 18:48:49 BST	The envelope has been signed by all parties. (151.228.167.122)
Wed, 17th May 2023 18:48:49 BST	Sent a copy of the envelope to Michael Richmond (michael@champleys.co.uk). (151.228.167.122)
Wed, 17th May 2023 18:48:49 BST	Mrs Amanda Louise Wilkinson signed the envelope. (151.228.167.122)
Wed, 17th May 2023 18:48:33 BST	Mrs Amanda Louise Wilkinson viewed the envelope. (151.228.167.122)
Wed, 17th May 2023 12:06:13 BST	Document emailed to party email (3.8.207.173)
Wed, 17th May 2023 12:06:05 BST	Sent the envelope to Mrs Amanda Louise Wilkinson for signing. (18.170.23.221)
Wed, 17th May 2023 12:06:05 BST	Michael Richmond has been assigned to this envelope. (18.170.23.221)
Wed, 17th May 2023 12:06:05 BST	Mrs Amanda Louise Wilkinson has been assigned to this envelope. (18.170.23.221)
Wed, 17th May 2023 12:06:05 BST	Envelope generated. (18.170.23.221)
Wed, 17th May 2023 12:06:05 BST	Document generated with fingerprint 914ad5aa26967ae6653a5bf4aefcf09f. (18.170.23.221)
Wed, 17th May 2023 12:06:03 BST	Envelope generated with fingerprint 59d3c13b44bbad1c15c319bab3664eae (18.133.63.166)