

**Ducklings Pre-school Great Massingham
Charity Number 1039199**

**Annual Report and Financial Statements
for the year ended 31 March 2024**

Ducklings Pre-school Great Massingham
Charity Number 1039199

Committee of Trustees Report
for the year ended 31 March 2024

List of Trustees 2023-2024:

Approved by Ofsted and Listed with Charity Commission :

C Boyden

L Tibble

C Molyneux

L Armitage

B Nash

C Knight

20 Children between 2-4 years were registered during 2023-2024 school year at the preschool in Great Massingham. Families come from the village and a wider area. This year had a high number of 3-4 year olds including some children who had transferred from Weasenham Preschool due to its closure. The Trustees and Staff are pleased that families trust us to provide the care and education for their child. The preschool provides opportunities for learning and development according to the Early Years Foundation Stage (EYFS). Preschool is open 5 days a week termtime with some extended hours.

Previous parents have representation on the Committee of Trustees. The Local Primary school is represented by a school governor and teacher. Trustees have a range of experience and skills in Early Years Student Training and Support, Management, Administration and Finance that support the governance of Preschool and the Staff team. We are pleased that CK is now Lead for Safeguarding for the trustees and is providing specialist support for the staff team. Thanks to MH for providing a very useful session for the staff team on Ofsted requirements. We look forward to M joining the trustees.

There is a small staff team of 4, with a range of qualifications including Level 3 and BA Hons Additional hours are worked by staff to provide extra support with children's learning opportunities. Each child is known well, and the relationship with parents is valued. Reports and comments from parents describe their trust and confidence and appreciation of the care as well as the quality of learning for each child. Children at Preschool transition to 5 different Primary Schools, including to the village school where preschool is sited. Links and processes have been developed, to ensure that transition between Preschool and Reception Class is a positive experience for our children and their families. School staff visit preschool, preschool staff meet with individual school teachers, assistants and SENDcos. The Learning Journals will be provided to the primary schools to forward to the families.

The preschool, which is a registered charity, has appropriate insurances, works to policies and procedures, has a constitution, a Funding and Lease agreement with Norfolk County Council (NCC) and is registered with Ofsted as an Early Years Provider. Committee Trustee Meetings are held three times a year plus an AGM to which parents are invited and Staff attend meetings as part of our shared approach to working together and supporting our staff. The Minutes Book and Accounts File are available at committee meeting.

At March 2024, continued efforts are being made to plan and implement preschool's plan for sustainability and development. Proposals for a new Preschool building have been put to the Parish Council and for the Great Massingham Neighbourhood Development Plan. It is important that Preschool is recognised as part of the infrastructure of the village and provides a valued service supporting local families.

The Financial Report for April 2023-March 2024 shows that the annual income supports the annual expenditure for the year. Maintenance of the building continues but there is nothing that can be done to improve the internal facilities and provide a developed service.

Staffing is the highest expenditure in common with other early years settings. Ratios are required to be 1:4 to provide care for 2 year-olds and 1:8 for the older children, with additional staffing costs associated with supporting children. The number of children is kept to a maximum of 12 as preschool occupies one room with limited space. This means that income is also restricted. Staff wages have increased in line with Government Guidance on the increase in hourly rate in April with the parity between staff qualifications and posts maintained. All staff are in the NEST pension scheme and preschool contributes to this.

Preschool spends a large amount on resources for activities and equipment as the children's learning is a priority. A registration fee is paid to Ofsted and the Information Commissioners Office (ICO). Preschool employs a bookkeeping company to manage PAYE and the accounts are approved by an Accountant before going to the Charity Commission. Preschool receives Government funding via Norfolk County Council based on an individual child's eligibility for funding and the number of sessions attended. A small % of Parents pay fees for non-eligible or additional sessions. Families on low income received Food Vouchers from NCC. Preschool receives Early Years Pupil Premium that is used to provide enhance opportunities for learning, and SEND funding for some children with additional needs.

At the time of writing, Preschool is already nearly full for September 2024. Nearly all our children will be leaving in Summer 2024. The Trustees are pleased that we can continue to provide a good and valued service for our village and the surrounding area. The Trustees would like to thank our preschool staff for giving 110% and acknowledge their care, and commitment to our children and families.

Lynne Armitage

Dated _____

Ducklings Pre-school Great Massingham
Charity Number 1039199

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for the year ended 31 March 2024

Independent examiner's report

To: Ducklings Pre-school Great Massingham

This report on the financial statements of the Ducklings Pre-school Great Massingham Charity for the year end 31 March 2024, which are set out in the Annual Report is in respect of an examination carried out in accordance with the Church Accounting Regulations and section 145(5)(b) of the Charities Act 2011.

Respective responsibilities of the Ducklings Pre-school Great Massingham Charity and the examiner

As members of the Ducklings Pre-school Great Massingham Charity you are responsible for the preparation of the financial statements. You consider that an audit is not required (under section 144(2) of the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to examine the financial statements following the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act), and to state whether particular matters have come to my attention.

Basis of examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Ducklings Pre-school Great Massingham Charity and a comparison of the financial statements presented with those records. It also includes considerations of any unusual items or disclosures in the financial statements, and seeking explanations from you as members of the Ducklings Pre-school Great Massingham Charity concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's unqualified statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

have not been met; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Peter Rasberry, FCCA, FMAAT
Clenshaw Minns, 24 Market Place, Swaffham, Norfolk, PE37 7QH

Dated _____

Ducklings Preschool Weasenham Road Great Massingham PE322EY**Charity Registered Number 1039199****Accounts Summary 2023-2024****Income**

Early Years Funding	£	62,879.43
Fees	£	3,151.60
Fundraising	£	423.00
Donations	£	259.50
Account Transfer	£	329.99
MISC	£	525.10

General Account**Expenditure**

Staff	£	46,156.40
Training	£	365.61
Premises	£	721.16
Phone	£	296.33
Insurance	£	902.55
Utilities	£	534.45
Ofsted/Data ICO	£	85.00
Resources/Housekeep/Equipment	£	3,317.57
Uniform	£	203.90
Advertising/Printing/Administration	£	904.82
Accountancy/Book-keeping	£	837.80
EYPP/SEND	£	1,251.68
Subscriptions	£	229.09
Room Hire/Meetings	£	296.06
Food	£	209.63
MISC	£	1,701.03
Totals	£	67,568.62

Opening Balance £ 32,144.86

Closing Balance £ 41,700.40

Ducklings Preschool Weasenham Road Great Massingham PE322EY

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Charity Registered Number 1039199**Accounts Summary 2023-2024****Restricted Fund Account for Building Renovation and Repair****Income**

Income	£	53.26
Opening Balance	£	758.45
Closing Balance	£	365.87

Expenditure

MCE Heater	21.09.23	£	115.85
Acc Transfer	10.06.23	£	329.99

Accounts Summary 2023-2024**Total Income**

General	£	67,238.87
Restricted	£	53.26
Total	£	67,292.13

Total Expenditure

General	£	58,013.07
Restricted	£	115.85
Total	£	58,128.92