



Trustee's Annual Report 2022/23

Name of Charity:

Charity Registration Number: 1043499

Principle Address:

The Village Hall
Ugborough
PL21 0NT

Names of Charity Trustees (holding office between 22nd October 2022 to 10th October 2023):

(Chairperson) Edward Hobbs
(Secretary) Rachel Heaver
(Treasurer) Charlie Hobbs

Trustees appointed on 10th October 2023:

(Chairperson) Edward Hobbs
(Secretary) Rachel Heaver
(Treasurer) Charlie Hobbs

Governing Documents: Ugborough & Bittaford Pre-School is governed by its policies, prospectus and the adoption annually of the Pre-School Learning Alliance Constitution 2011.

Recruitment and Appointment of Trustees: All members of the Pre-school are invited and encouraged on a regular basis to participate in the running of the Pre-school and to attend meetings. Trustees are elected for one year at the AGM, being unable to serve for more than six consecutive years. The trustees of Ugborough and Bittaford Preschool have all adopted and work within the guidance issued by the Charity Commission on public benefit when deciding what activities the charity will undertake

Objectives:

To enhance the development and education of children under statutory school age in a community based setting, providing quality care and attention for children with qualified staff and volunteer parent helpers.

To provide a safe and fun space for preschool and statutory education aged children outside of school hours within a before and after school club.

Main Activities:

The charity runs a preschool within a small village for children aged two until statutory school age. The children have access to a wide range of activities both inside and outside. The staff provide structured activities within the day with plenty of opportunities for child led play throughout the day.

The preschool aims to provide quality individualised child care meeting the standards set by OFSTED and within guidelines for the Early Years Foundation Framework.

Ugborough and Bittaford preschool have close links with the local primary school and share resources with preschool children able to use the primary school's playground and sports fields. The older preschool children join the foundation class for an hour weekly in preparation for their transition.

There is a weekly forest school which takes place within the local primary school - this is well attended and a highlight for the children.

Ugborough and Bittaford Preschool host and deliver an extended hours service to the local community. a breakfast club running for 8am - 8.45 for children aged 2-11 offering a wide selection of healthy food. We also provide after school provision within the village hall until 6pm - offering a healthy high tea to children still attending after 4.30pm.

Quiet space is available for completing homework, but mostly it is a playful environment to allow the attendees to socialise and relax with friends whilst trying out new activities and hobbies.

Objectives:

To enhance the development and education of children under statutory school age in a community based setting, providing quality care and attention for children with qualified staff and volunteer parent helpers.

To provide a safe and fun space for preschool and statutory education aged children outside of school hours within a before and after school club.

Main Achievements during the Year:

The charity runs a preschool within a small village for children aged two until statutory school age. The children have access to a wide range of activities both inside and outside. The staff provide structured activities within the day with plenty of opportunities for child led play throughout the day.

The preschool aims to provide quality individualised child care meeting the standards set by OFSTED and within guidelines for the Early Years Foundation Framework.

Ugborough and Bittaford preschool have close links with the local primary school and share resources

with preschool children able to use the primary school's playground and sports fields. The older preschool children join the foundation class for an hour weekly in preparation for their transition. There is a weekly forest school which takes place within the local primary school - this is well attended and a highlight for the children.

Ugborough and Bittaford Preschool host and deliver an extended hours service to the local community. a breakfast club running for 8am - 8.45 for children aged 2-11 offering a wide selection of healthy food. We also provide after school provision within the village hall until 6pm - offering a healthy high tea to children still attending after 4.30pm.

Quiet space is available for completing homework, but mostly it is a playful environment to allow the attendees to socialise and relax with friends whilst trying out new activities and hobbies.

Main Achievements during the Year:

The Preschool and Afterschool club ran a successful Summer Holiday club with excellent feedback from the users and the community.

Financial Position:

The Ugborough and Bittaford Preschool and AS/BC financial year to 31st August 2023 has been busy as we had a large group going up to school this year and a well-attended summer school. This report has been based on a draft version of the accounts.

The total income for the year was £114,414.68.

Grants: We received a total of £5,062.75 in grant funding/donations.

Generous grants/donations from both the NFU and Ugfest were received after last year end and have been included in this year's accounts. Around £200 of the NFU grant went towards a very successful open day with inflatable play park and a wish list was put together of items to aid those children with visual, verbal, and sensory issues, which was purchased with this kind grant.

Fundraising: We received a total of £623.25 from various fundraising events. Including the Ugfest raffles, and the Ugborough Fair stall.

Fees: The total of fees received was £61,118.23, which includes the holiday club income. At year end approximately £5,268.65 of fees were outstanding. These fees have now been received but will be accounted for in next year's accounts.

Summer Holiday Club: This was a successful offering and even with the scramble for staff last minute we managed to run a financially successful summer holiday club with an estimated profit of £2,400. We hope, with our own space and time. to organise, this will go from strength to strength in the coming years.

Total expenditure for the year was £112,912.65.

Equipment: A total of £2,677.58 was spent on materials, this included bikes.

Trips: The total cost of trips and workshops totalled £2,038.22. Trips in the 2022/23 year included a trip to Paignton Zoo, a Christmas trip to Pennywell farm and a trip to the Buckfastleigh otter and butterfly centre and a ride on the train.

Wages: Wages were 80.81% of fees/funding, which is an increase on previous years (75% 21/22).

New Build: There have been no large expenditures this financial year associated with pursuing a new

home for the preschool.

Total excess for the year was £1,502.03. Funds in hand at year end are £96,818.21 which includes £24,400 in the reserve account of Restricted Redundancy Funds.

Policy on Reserves: A restricted reserve fund account is held to enable the Pre-School to maintain its sustainability in planning for the future, together with any possible staff redundancy payments and closure costs covering a six-week period

Signed: Edward Hobbs
Chairperson

Dated: 01/08/2024

UGBOROUGH & BITTAFORD PRE-SCHOOL

ANNUAL ACCOUNTS

YEAR ENDED 31st AUGUST 2023



Registered Charity: 1043499

UGBOROUGH & BITTAFORD PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2023
FUNDS STATEMENT

Funds as at 31st August 2022

£

Current Account	19243.86
Reserve Account	76072.99

Funds as at 31st August 2023

£

Current Account	5880.67
Reserve Account	90938.21

EXCESS FOR YEAR **1,502.03**

Total

£96,818.88

Total

£96,818.88

UGBOROUGH & BITTAFORD PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2023
RECEIPTS AND PAYMENTS ACCOUNT

INCOME	£	EXPENDITURE	£
DCC Funding	46813.33	Wages	87215.79
Fees (inc lunches)	61118.23	Pension	3105.91
		Training	569.81
		DBS	91.60
Fundraising:			
Fundraising	623.25	Rent	9438.75
Donations	5062.75	Food & Drink	2851.39
		Equipment/Cleaning	2677.58
Bank Interest	797.12	Ofsted	85.00
		PLA Fee and Insurance	1261.21
		ICO	40.00
		Lottery	20.00
		Office Costs & Phone	579.55
		Payroll Fees/Accounts	814.49
		Adverts	96.71
		Lunches	2026.64
		Trips and Workshops	2038.22
		EXCESS FOR YEAR	1502.03
Total	£114,414.68	Total	£114,414.68



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
UGBOROUGH & BITTAFORD PRE-SCHOOL

On accounts for the year
ended

31st AUGUST 2023

Charity no
(if any)

1043499

Set out on pages

1-3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2023**.

Responsibilities and
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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

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

Signed: S. Andrew

Date: 10/10/2023

Name: Samantha Andrew

Relevant professional
qualification(s) or body
(if any):

FCA (ICAEW)

Address:

93 Church Road

Wembury

Plymouth, Devon, PL9 0JX

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

This section is blank.