



Trustees' Annual Report for the period

		Period start date			Period end date		
From	1	Sept	2023	To	31	Aug	2024

Section A Reference and administration details

Charity name **CHURCHILL PRE SCHOOL PLAYGROUP**

Other names charity is known by

Registered charity number (if any) **1044073**

Charity's principal address **Churchill Memorial Hall**

Ladymead Lane

Churchill, North Somerset

Postcode

BS25 5NH

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)
Current Trustees:			
F Yandell	Chair	From 31.1.13	
A Ashman		From 25.9.17	
C Robbins	Secretary	From 19.10.21	
N Williams		From 6.11.20	
M Parsons	Treasurer	From 18.10.22	
Other trustees who served during the year:			
J Avery		From 12.10.20 to 14.11.24	
S Robinson		From 18.10.22 to 14.11.24	
Beth Ross		From 17.10.23 to 14.11.24	
S Zanetti		From 17.10.23 to 14.11.24	
K Tucker		From 18.10.22 to 17.10.23	
E Stead		From 18.10.22 to 17.10.23	

	Names of the trustees for the charity, if any, (for example, any custodian trustees)			
	Name	Dates acted if not for whole year		

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed annually at the Annual General Meeting held in the Autumn term.

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 Committee continues to adopt a constitution which is based on the model constitution recommended by the Pre School Learning Alliance.

The Pre-School continues to welcome 2-year-old children and offers free pre-school education to children entitled to free early funded education, in order to benefit the community and reflect the inclusive approach adopted by the committee and staff of Churchill Pre-School.

The Pre-School maintains a set of policies, procedures and risk assessments and updates these to ensure that they reflect amendments to the Early Years Foundation Stage, and the latest evidence regarding the best possible educational environments for children. We have adopted a global risk assessment for the setting in line with the Pre-School Learning Alliance suggested format. All staff and trustees are aware of the policies and procedures of the Pre-School.

Section C

Objectives and activities

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

To enhance the development and education of children under the statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

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)

Provision of pre-school sessions (funded by local authority for children over 3 years, and for children 2 years and over who meet the relevant funding criteria; funded otherwise by parents) led by qualified staff.

At this important initial stage, we endeavour to give children a firm foundation for their lifetime of learning by:

- Providing a high quality caring environment which allows the pre-school child to develop physically, intellectually and socially,
- Engaging the child in learning through play by providing well planned and largely child-initiated activities with appropriate support, following the relevant Early Years requirements, guidelines and health and safety procedures.
- Working in mutual respect with parents ensuring that all children feel included, secure and valued, leaving no child excluded or disadvantaged.

The Trustees have policies and procedures in place to ensure that pre-school is accessible to all children aged between 2 and 5 years from all sections of the local community. The pre-school aims to have regard to DfE Code of Practice on the identification and assessment of special educational needs, and to provide a welcome, and appropriate learning opportunities for all children. Numbers are restricted to 26 children per session as required by Ofsted.

Where possible, the pre-school will fund/help fund sessions for children who would benefit from attendance at pre-school (as advised by a third party) where payment by the local authority/parent/carer is not possible.

The Trustees have paid due regard to the guidance concerning public benefit issued by the Charity Commission in deciding what activities the pre-school should undertake.

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

The staff team remained unchanged from last year with a slight change to SENCO role which is now assigned to the pre-school leader.

Numbers at preschool are increasing gradually. Limited space available Tue-Thurs. Numerous spaces available on Mondays and Fridays. We continue to advertise these spaces and there are plans to leaflet drop in the area to be sure families know that we are here.

Staff continue to plan learning opportunities and provocations based on key children's interest, for example, following World Nursery Rhyme week inspired by children's interests. Each of the 'official' nursery rhymes has been shared with the children (a different one each day) that has then led onto activities/learning opportunities linked to the rhyme. The children have engaged well.

The children are still very much enjoying Little Kickers sessions and look forward to Andy's visits.

Recently we had Concept Photography visit preschool. It all ran smoothly on the day and hopefully it will result in some lovely pictures that parents will be pleased with. Proofs should be back within the next week and orders placed before the deadline will be met in time for Christmas. This will hopefully generate a small commission from preschool.

Other fundraising plans this term-Christmas Hamper/raffle and possibly a Christmas movie night.

Brief statement of the charity's policy on reserves

Income is derived from local authority funding and fees billed directly to parents. At the end of July 2024 there were 30 children (prior year 27) on the roll attending 157 sessions per week (prior year 152). The level of local authority funding received from North Somerset Council amounted to £68,349 (2023 - £70,859). This included all 3 year old, 2 year old funding and top up funding.

The amount of fees billed to parents (ie under 3's and for those exceeding their funding) amounted to £27,633 (2023 - £19,127). The pre-school continued to charge children for non funded hours (£2.50 per 15 mins at the beginning and/or end of the day) and asks them to pay a voluntary sustainability charge to cover extra costs. From April 2024 the sustainability charge was invoiced at £1 per session rather than a flat £5 per week. From September 2023 we started to raise invoices using the Lloyds bank Business Finance Assistant software and this enables us to email invoices and reminders directly to parents. Sessions were charged at £17 (3 year olds) and £19 (2 year olds) rising to £21 (3 year olds) and £23 (2 year olds) in April 2024.

A total of £436 was raised through fundraising activities, the most notable being the Christmas raffle £303 and uniform sales of £118.

Other income is largely comprised of £2,647 donated on the closure of Churchill Primary School Kids Club. Their constitution required them to distribute remaining reserves to charities with a similar charitable purpose. The remaining amount is interest of £348 earned on the deposit account.

Wages continue to account for the majority of expenses at £86,682 (2023 £77,267). These figures include employer Inland Revenue and Pensions contributions. A wage review was conducted during the year and pay rises took effect in April 2024. The Pre School continues to offer a workplace pension scheme.

Hall hire comprises the hall hire of Churchill Memorial Hall and Little Orchard (for outdoor Fridays).

Fundraising expenditure is purchases of uniform stock.

Consumables consists of craft materials, snacks, play sand, bark for the garden. These are predominantly purchase through petty cash. Administrative expenses comprise BT monthly charge, Ofsted fee, printing costs, Tapestry fees, stationery, website fees etc. The Pre School continues to use the Pre School Learning Alliance for insurance.

Professional fees include the monthly fees paid to Jill (bookkeeper), payroll services to GS Verde (changed to Payroll Compliance and now to Augustus Payroll), the NOW Pensions admin fee and the audit fee paid to Brooking Ruse for auditing the 2022 accounts.

Other expenses comprise payments to Little Kickers, PAT testing, training costs inc First Aid training, trips, staff uniforms, other staff expenses and miscellaneous expenditure.

Equipment consists of resources purchased during the year, mainly through petty cash.

The final result shows a loss of £7,970 for the year (2023 loss £6,966). At the end of the year the Pre School held total funds of £86,845 (2023 £94,815) across three accounts with Lloyds Bank.

Reserves are unrestricted and broadly designated as follows:

£20,000 dissolution fund being the costs of dissolution should the charity be unable to continue and comprises mainly redundancy costs.

£10,000 is held to cover unexpected costs relating to premises etc

£10,000 is held to cover fluctuations in income due to changes in the number of children attending preschool in any given year

£45,000 accumulated fundraising reserves. If the pre school moves to permanent premises in the future, these reserves may be utilised for this purpose.

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

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(s)		
Full name(s)	FRANCES YANDELL	MICHAEL PARSONS
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date		



CHARITY COMMISSION
FOR ENGLAND AND WALES

CHURCHILL PRE SCHOOL PLAYGROUP

No 1044073

Receipts and payments accounts

CC16a

For the period
from

01-Sep-23

To

31-Aug-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees from parents	27,633	-	-	27,633	19,127
Fees from Local Authority	68,349	-	-	68,349	70,859
Fundraising income	436	-	-	436	398
Other income	2,994	-	-	2,994	1,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	99,412	-	-	99,412	91,384
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	99,412	-	-	99,412	91,384
A3 Payments					
Fundraising expenditure	110	-	-	110	278
Consumables	1,369	-	-	1,369	1,674
Equipment	402	-	-	402	672
Staff wages	86,682	-	-	86,682	77,267
Hall hire	11,871	-	-	11,871	11,137
Administration	1,515	-	-	1,515	1,643
Insurance	861	-	-	861	822
Other inc training	1,530	-	-	1,530	2,033
Professional fees	3,042	-	-	3,042	2,824
Sub total	107,382	-	-	107,382	98,350
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	107,382	-	-	107,382	98,350
Net of receipts/(payments)	- 7,970	-	-	- 7,970	- 6,966
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	94,815	-	-	94,815	101,781
Cash funds this year end	86,845	-	-	86,845	94,815

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Treasurers Account	15,925	-	-
	Fundraising Account	30,347	-	-
	Deposit Account	40,573	-	-
	Total cash funds	86,845	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		FRAN YANDELL		
		MICHAEL PARSONS		



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

CHURCHILL PRE-SCHOOL PLAYGROUP

On accounts for the year
ended

31 August 2024

Charity no
(if any) 1044073

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/8/24.

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 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.

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 other 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Natalie Buch

Date:

14/5/25

Name:

Natalie Buch

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

CMA Registered Manager

Address:

*10 Uxbridge Close, Burnham on
Sea, TA8 2SY*

