

CYGNETS (LANGFORD VILLAGE UNDER FIVES)

England & Wales · Charity number 1044999

Details

Status Registered

Legal form Other

Registered 1995-03-15

Register [View on the Charity Commission register](#)

Contact

Address Langford Village Cp School
Peregrine Way
Bicester
Oxfordshire
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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: Playschool for pre-school children

Classification

- **How:** Provides Human Resources, Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** Children/young People

Geography

- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	-	-	-	-
2024-07-31	£128,056	£130,367	-	-
2023-07-31	£120,871	£121,201	-	-
2022-07-31	£116,605	£102,932	-	-
2021-07-31	£101,304	£92,545	-	-
2020-07-31	£83,245	£73,528	-	-

Trustees

Name	Role	Appointed
Georgina Smith		2023-01-01
Kim Jeffrey		2024-03-10
Montanna Taylor		2020-01-30

CYGNETS (LANGFORD VILLAGE UNDER FIVES)

England & Wales - Charity number 1044999

Accounts

Cygnets Pre-school AGM Minutes – 23rd May 2025

Attendees:

Hayley Durbin (Preschool Manager)
Jane Smith (Preschool Deputy Manager)
Kim Jeffrey (Chair)
Iris Martin (Secretary)
Montanna Taylor (Committee member)
Emiliana Tashev (Committee member)
Georgie Holpin (Committee member)
Chloe Inness (Committee member)
Leona Weston (Committee member)
Lauren Dumbleton (Committee member)
Donna Simpson (Committee member)
Celia Jones (Finance Manager)

Minutes of previous AGM

Minutes approved

Chair's Report

Overview of the Year

As the school year draws to a close, it gives me immense pleasure, as your Chair, to reflect on what has been another truly remarkable and fulfilling year at Cygnets Preschool. It feels like just yesterday we were welcoming our new families and watching our little ones embark on their exciting journey of discovery. This year has been filled with countless moments of joy, learning, and growth. We've witnessed incredible milestones, from the first wobbly steps into our classrooms to the confident leaps of our soon to be graduating children, ready to take on their next adventure. Every day has been a testament to the curiosity, resilience, and boundless energy of our children.

Highlights of the Year

- **Ofsted Inspection:** We achieved a 'Good' - Attending this early years setting offers a highly nurturing and engaging experience where children truly flourish. The dedicated and attentive staff build close attachments, ensuring children feel safe, secure, and settle quickly. They implement a carefully sequenced curriculum that considers each child's interests, leading to good progress through imaginative activities, such as creating 'fake snow,' which engrosses children and promotes discovery. Staff act as positive role models, fostering kindness and respect, and use consistent praise to build children's self-esteem and confidence. The passionate leadership team maintains a clear focus on learning, providing rich and varied experiences. Children with special educational needs and/or disabilities are effectively supported, making good progress. Parents consistently speak highly of the preschool, valuing the strong partnership and regular communication. Staff well-being is also prioritised, leading to a committed and well-supported team. Children are encouraged to develop a love of books and stories, actively participating in re-enactments. Communication and language are well-supported, and children are physically active with daily outdoor play, developing confidence through age-appropriate risks. Our next steps are

to further promote children's early number and mathematics, and to more accurately correct mispronunciation and model vocabulary.

- **Enriching Learning Experiences:** Our dedicated early years educators have continued to provide a stimulating and nurturing environment, fostering creativity, problem-solving skills, and a love for learning through play. From messy art sessions and imaginative role-play to fascinating nature explorations and engaging story times, every activity has been thoughtfully designed to support holistic development.
- **Memorable Events & Celebrations:** We've enjoyed a vibrant calendar of events that brought our community together. The Xmas Fayre, the lantern walk and Father Christmas visit, were a resounding success.
- **Growth and Development:** It has been inspiring to observe the children develop crucial social skills, such as sharing, cooperation, and empathy. We've celebrated every small victory, from mastering new songs to building impressive towers, knowing that each step contributes to their foundation for future success.
- **Our Amazing Community:** None of this would be possible without the incredible dedication of our staff. Their passion, patience, and unwavering commitment to the children's well-being and education are truly commendable. A heartfelt thank you to every one of our teachers, and the leadership team for their tireless efforts. To our wonderful parents and guardians, thank you for your continued trust, support, and active participation. Your partnership is invaluable, and we truly appreciate your involvement, whether through volunteering, attending events, or simply sharing your child's home learning experiences with us. And of course, to our amazing children – you are the heart and soul of Cygnets Preschool Name! Your laughter, your questions, and your unique personalities make every day an absolute delight. We are so proud of each and every one of you.

Looking Ahead

As we say goodbye to some of our children who are moving on to new schools, we wish them all the very best. We know they are well-prepared for the adventures that lie ahead. We also look forward to welcoming new families and children in the coming academic year, excited to continue building on our successes and creating more cherished memories. On behalf of the entire committee, I extend my deepest gratitude to everyone who has contributed to making this year such a success. We are immensely proud of our preschool community and excited for what the future holds.

Manager's Preschool Report

We have 33 children on roll. Out of a potential 160 sessions, we are full and have actually filled a further 5 sessions to accommodate children wanting to increase sessions where child/staff ratios have allowed us to do this. We have 5 children with English as an additional language, these include Persian, Portuguese, Romanian, Spanish and Macedonian. We have 2 vulnerable families on roll and 9 children with emerging needs, mainly speech and language and social/emotional mental health needs.

Our team received accreditations in Healthy Smiles+ (oral health/diet/healthy living) and Millie's Mark (Paediatric First Aid) and staff are hoping to complete a Maths accreditation in 2026.

Progress

We are just about to complete our end of term assessments for children, reviewing their learning and development as the academic year comes to a close. All assessments and tracking are carried out within children's play. A key focus for us is children's speech and language as assessments show we have 5 children behind based on typical targets for their age.

Reports on children's development, highlighting where children are working and showing what experiences children are gained through our 'enabling environment' accompanied with input from key persons e.g., through language, modelling play, sustained shared thinking etc. Progress and transition reports will be sent out by 27 June 2025.

Children at Cygnets learn at their own pace to achieve. Having shared goals for children and respecting all the different approaches in getting there we ensure that all the children in our care develop to their greatest potential. All children develop at different rates, and some children will need much more support than others, and that's not always easy, but if we can hang on to the fact that even when children have got significant needs, we can still celebrate their progress, they're still going to be making progress - whatever stage children are at, success is about moving the individual on from where they are to where they need to get to, to take those small steps of progress, and we really enjoy celebrating those small steps of progress.

Environment

We have had a portion of the entrance floor replaced and a new front door that we funded 50% of with LVCPS. We received quotes for an area of the garden to be renovated and have chosen Made2Play who will level out the area down by the main shed, putting in a retaining wall. We will faux grass the area and add a perimeter with road markings for a bike/scooter track. This work is due to be carried out on 18 August 2025.

Staffing

Miss Terrie was signed off work for approx. 6 months following a health issue but is now back and feeling much fitter. Our newest member of staff, Miss Tia commenced with us in November 2024 as a Level 3 Apprentice and has not only fitted in extremely well but did a wonderful job supporting Miss Terrie's key families in her absence.

Our team are highly experienced and skilled, and all staff have a minimum of level 3 in childcare. Miss Lucy is leaving us at the end of this academic year, early retirement so the recruitment drive has commenced.

Appraisals were carried out March 2025 and all statutory training is up to date for all staff.

Staff salaries were reviewed in March 2025, NLW increased to £12.21 from April, an increase of 6.7%. The Leadership team agreed that we need to invest in the staff with any profit raised as well as maintaining and replenishing our environment. It was agreed to increase salaries.

Review of Updates - Policies and Legislation

The update of policies was completed in October 2024, and legislation in various policies were updated on 13 January 2025.

Lease Agreement

The lease for the portacabin, owned by Oxfordshire County Council was signed by all parties on 26th August 2024, meaning that Cygnets now pay rent direct to OCC rather than the school. Our lease agreement states that we are responsible for paying 100% of the cost of internal repairs, and 50% of the cost of repairs to shared and outside areas.

Marketing

A banner is displayed on the main gate, and we have a new welcome sign on our entrance gate and both garden gates too. The website has constantly been updated and our blog regularly refreshed – this is a very strong support tool for signposting families.

Finance Managers Report:

Accounts

Accounts for the year ending 31st July 2024 were balanced and closed off and submitted to our accountant, Jayne Blake. After carrying out her independent examination, she signed the accounts off on the 8th of April 2025. A copy of the accounts is available to view tonight. Once the accounts have been accepted by the Committee, the information can be submitted to the Charities Commission. This needs to be completed before the 31st of May 2025.

The accounts for the financial year, show Cygnets Pre-school made a loss of £2,311.00
The balance sheet shows the Pre-school funds at £72,984.00 – detailed balances as of 31st July 2024

Current account- £5,669.00
Staff account - £1,885.00
Holding account - £34,391.00
Reserve account - £30,924.00
Petty cash – £115.00

Total receipts for all accounts amounted to £128,056.00 (£120,871.00 in 22/23)

Income from Pre-school fees increased to £45,441.00, Wraparound increased slightly to £78,969.00 and admin fees amounted to £100.00. Slightly tweaking intake to start the year with younger children, increased the Pre-school fees which are mainly parent funded, and Wraparound continued to be mainly Government funded. Funding raising income reduced to £2,344.00, Interest increased to £1,201.00 on our Reserve and Holding accounts.

Total expenses for all accounts were £130,367.00 (£121,201.00 in 22/23)

Our major expense through the year has again been staffing costs at £98,739.00. Premises costs were £3,271.00, Consumables £14,898.00, Equipment £3,187.00, Admin/Office £7,998.00, Subscriptions £629.00 and fundraising £1,645.00. Discussions were finalised with Oxfordshire County Council, Langford Village School, and Hayley (Pre-school Manager) regarding the rental agreement for the portacabin. Backdated rent was paid during the 2024/25 financial year.

Cygnets Pre-school is still in a very positive financial position, despite the loss in this financial year.

This is the current financial position of Cygnets Playschool at the end of July 2024.

Fundraising

Raised a total of £1,645.00

- 30th Birthday Celebrations
- Xmas Fayre
- Cherwell Lottery

Fees

- Fees increased in April 2025
Funded 2YO - £7.83 → £8.05 (government agreed)
Private 2YO - £7.50 → £8.50
Funded 3YO - £5.30 → £5.53 (government agreed)
Private 3YO - £6.50 → £7.50

Government/Council Initiatives

The government has implemented several initiatives to support working families, including expanded childcare eligibility and initiatives for work-life balance. These initiatives include from September 2025, working parents of children under 5 years old will be entitled to 30 hours of government-funded childcare per week. This expansion builds on the existing 15-hour entitlements for children aged 9 months and older.

Election of Committee Members / Resignations & Elections

Resignations of Officers/Committee Members

- Leona Weston, Treasurer

Re-election of current committee members

- Montanna Taylor, Donna Simpson, Georgina Smith, Chloe Inness, Emiliana Tashev, Leona Weston, Lauren Dumbleton, Iris Martin & Kim Jeffrey to be re-elected to committee.

Election of Key Committee Roles

- Kim Jeffrey - Chair
Proposed by Hayley / Seconded by Celia
- Iris Martin - Secretary
Proposed by Jane / Seconded by Kim
- Vacancy - Treasurer

Any Other Business/Actions

- Committee to regularly meet and recruit new members, including a Treasurer
- Chair to complete level 3 Safeguarding training via the OSCB website
- Secretary/Treasurer to complete level 2 generalist safeguarding training via the OSCB website
- Once DBS and EY2's in place, Celia to amend our records with the Charities Commission to add new committee members and new key elected roles. Implement a new bank mandate to HSBC if signatories need to be updated.
- All committee members to be sent a new confidential agreement to sign and send back

Date of next AGM meeting

Next AGM meeting to be held March 2026.

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

ACCOUNTS FOR THE YEAR

ENDED 31ST JULY 2024

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

Independent Examiner's Report to the Trustees of Cygnets Playschool

I report on the Accounts of the Playschool for the year ended 31st July 2024 which are set out on pages 1 and 2.

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 period 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 independent examiner's statement

My examination was carried out in accordance with 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 the 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.

Name.....

Jayne Blake

Chartered Accountant

23 Roman Way

Thame

Oxon OX9 2FP

Date.....8 APRIL 2025.....

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

RECEIPTS AND PAYMENTS ACCOUNT

Period ended 31st July 2024

RECEIPTS

	£	£
Total Fees		124,511
Fundraising		2,344
Bank interest		1,201

TOTAL RECEIPTS		128,056

PAYMENTS

Premises	3,271	
Staff Costs	98,739	
Consumables	14,898	
Equipment	3,187	
Fundraising costs	1,645	
	-----	121,740
Administration	7,998	
Membership subscriptions	629	
	-----	8,627

TOTAL PAYMENTS		130,367

NET DEFICIT FOR THE YEAR		(2,311)
ADD SURPLUS BOUGHT FORWARD		75,295

SURPLUS CARRIED FORWARD		72,984

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

BALANCE SHEET

As At 31st July 2024

CASH AT BANK

	£
Current Account	5,669
Deposit Account	30,924
Deposit Account – NOF account	34,391
Petty Cash	115
Staff Account	1,885

	72,984

SCHOOL FUND

Funds bought forward	75,295
Deficit for year	(2,311)

	72,984

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

ACCOUNTS FOR THE YEAR

ENDED 31ST JULY 2024

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

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Jayne Blake

Chartered Accountant

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Date.....8 APRIL 2025.....

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

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CYGNETS PLAYSCHOOL LANGFORD VILLAGE

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Deficit for year	(2,311)

	72,984

CYGNETS (LANGFORD VILLAGE UNDER FIVES)

England & Wales - Charity number 1044999

Accounts

Cygnets Pre-school AGM Minutes - 13th March 2024

Attendees:

Hayley Durbin (Preschool Manager)
Jane Smith (Preschool Deputy Manager)
Georgina Smith (Chair)
Chloe Inness (Secretary)
Montanna Taylor (Committee member)
Emiliana Tashev (Committee member)
Iris Martin (Parent)
Leona Weston (Parent)
Kim Jeffery (Parent)

Apologies:

Lauren Dumbleton (Committee member)
Donna Simpson (Committee member)
Stacey Fairbairn (Committee member)
Celia Jones (Finance Manager)

Minutes of previous AGM

Minutes approved

Chair's Overview of the Year:

We have seen Cygnets continue to go from strength to strength. We have continued to invest in the equipment, facilities, and staff which after such a long time taking a cautious approach has been essential.

We received a grant from Tesco Blue Tokens which paid for a new Interactive Screen. In March we hosted our very first Spring Craft Fair and ~Raffle which were very successful. We have enjoyed many other highlights such as the Christmas party, Easter Egg hunt and Parade, both were a resounding success. The summer graduation was a fantastic way to finish the academic year ready for a well-earned break for all!

New children have brought new parent members to the team of current members, and we welcome all the support you are able to give. We understand the busy lives we all lead and the constant demands on everyone's time so any spare that you are able to give up to help us keep Cygnets running is invaluable.

The Cygnets staff continue to work tirelessly to provide a fun, happy, nurturing and stimulating educational environment for the children who attend whilst constantly striving to improve and adapt to the ever-changing requirements that are put upon them and this was evident as Cygnets were nominated and successful in becoming Bicester's 'Most Trusted Early Years Provider 2023'.

We would like to say a massive thank you to all committee members and staff, without whom Cygnets would not be the fantastic setting it is. Our community should be proud to have such a commodity within it.

Preschool Report:

Currently we have 32 children on roll as 1 child left us at after February Half Term and we have one further child joining us in April. We only took one new child in January.

Out of a potential 160 sessions, we have now filled 157 so only have 3 x 3-hour sessions available for a 2YO until September 2024 and no 3YO spaces at all.

We have 12 children with English as an additional language, these include Albanian, French, Italian, Persian, Polish, Portuguese, Spanish and Thai.

Training - All statutory training is up to date for all staff and as a team we are nearly finished our accreditation for oral health/diet/healthy living and are working towards Millie's Mark linked to Paediatric First Aid.

We have one child with a 'child in need' plan in place, 2 vulnerable families on roll and 5 children with emerging needs, mainly speech and language and social, emotional mental health needs.

Children's Progress

We are just completing our mid-term assessments for our children, reviewing their learning and development as the academic year progresses. All assessments and tracking are carried out within children's play. A key focus for us is children's speech and language as assessments show we have 4 children behind based on typical targets for their age. Reports on children's development, highlighting where children are working and showing what experiences children are gaining through our 'enabling environment' accompanied with input from key persons e.g., through language, modelling play, sustained shared thinking etc.

Reports will be sent out on 22 March 2024.

We are very pleased with children's progress as this is clearly evident from the data tracking.

Environment

We haven't needed to make any big purchases this term, just replenishing resources that needed updating and buying equipment connected to our termly topics. We will be looking at Lifecycle's after Easter and we have a delivery of duck egg to arrive to broaden children's experiences.

Staffing

We had no staff changes over the past year. Terrie, our newest member of staff will have been at Cygnets a year at the end of this month and has settled well.

Our team are highly experienced and skilled, and all staff have a minimum of level 3 in childcare.

Review of Updates - Policies and Legislation

The update of policies was completed in October 2023, and we have just recently tweaked our oral health and healthy eating policy.

Lease Agreement Update

The portacabin is owned by Oxfordshire County Council, meaning that although we pay rent to the school, our lease agreement must be with the council. The council has sent a lease agreement which states that we are responsible for paying 100% of the cost of internal repairs, and 50% of the cost of repairs to shared and outside areas. We are due to sign this shortly once we are in receipt of the utilities layout/plan.

Appraisal and Supervision

No issues were raised following the appraisals at the end of the summer term 2023. Appraisals will be carried out again at the end of the summer term 2024.

Marketing

A banner is displayed on the main gate, and we have a new welcome sign on our entrance gate. We will duplicate these for both garden gates too. The website has been updated and a blog added and is up to date and a very strong support tool for signposting to families.

Financial Report:

Accounts

Accounts for the year ending 31st July 2023 were balanced and closed off and were submitted to our accountant, Jayne Blake. After carrying out her independent examination, she signed the accounts off on the 17th of February 2024. A copy of the accounts is available to view tonight. Once the accounts have been accepted by the Committee, the information can be submitted to the Charities Commission. This needs to be completed before the 31st of May 2024.

The accounts for the financial year, show Cygnets Pre-school made a loss of £330.00
The balance sheet shows the Pre-school funds at £75295.00 – detailed balances as of 31st July 2023

Current account- £15,696.00
Staff account - £7,480.00
Holding account - £21,770.00
Reserve account - £30,344.00
Petty cash – £5.00

Total receipts for all accounts amounted to £120,871.00 (£116,605.00 in 21/22)

Income from Pre-school fees totalled £37,705.00, Wraparound £78,754.00. As with previous years, the majority of Pre-school fees are parent funded and Wraparound mainly Government funded. Fundraising income increased to £3,560.00, Interest increased to £352 on our Reserve and Holding accounts and £500 in grants.

Total expenses for all accounts were £121,201.00 (£102,932.00 in 21/22)

Our major expense through the year has again been staffing costs at £90,544.00. Premises costs were £928.00, Consumables £11,394.00, Equipment £8,876.00, Admin/Office £7,411.00, Subscriptions £384.00 and fundraising £1,664.00. Discussions are still ongoing between Oxfordshire County Council, Langford Village School, and Hayley (Pre-school Manager) regarding the rental agreement for the portacabin. We have not paid any rent/utilities again and retain funds within our balance sheet to pay the backdated funds, hopefully before the end of the current financial year.

This is the current financial position of Cygnets Playschool at the end of July 2023.

Future Expenditure - Fees

Our session fees for a 2YO are currently £7ph and a 3/4YO £6ph. The government are increasing funding in April to £7.83 for a 2YO and £5:30 for a 3/4YO. With the increase in funding, national living wage, staffing, food, drinks, resources etc. A proposed increase of 50p for a private 2, 3/4YO.

- Proposed increase fees from April 2024
Funded 2YO - £6.21 → £7.83 (government agreed)
Private 2YO - £7.00 → £7.50
Funded 3YO - £4.58 → £5.30 (government agreed)
Private 3YO - £6.00 → £6.50

We will send information to parents w/c 18/03/2024.

Government/Council Initiatives

The new Working Families 2YO funding commences in April and this has been taken up by 4 of our families.

Wages

Staff salaries need review from April 2024 as NLW is increasing to £11.44 from April, an increase of £1.02 / 9.8%. Our biggest investment must be in staff with any profit raised as well as maintenance and replenishing environment. We are currently looking at what we could afford, and we will discuss this further following today's meeting.

Forthcoming Events:

- Wednesday 27th March for an Easter event at park from 15:30-17:00hrs to include an Easter Egg hunt
- Cygnets' 30th Birthday Party, Sun 7th July 2024 from 1:30-5:30pm, Launton Sports & Social Club with Aaron Williams

Election of Committee Members / Resignations & Elections:

Resignations of Officers/Committee Members

- Georgina Smith, Chair
- Chloe Inness, Secretary

Re-election of current committee members

- Montanna Taylor, Donna Simpson, Georgina Smith, Chloe Inness, Emiliana Tashev to be re-elected to committee.
- Stacey Fairbairn resignation
- Leona Weston, Iris Martin & Kim Jeffery to be elected as new committee members

Election of Key Committee Roles

- Kim Jeffery - Chair
Proposed by Georgie / Seconded by Chloe
- Iris Martin - Secretary
Proposed by Emi / Seconded by Leona
- Leona Weston - Treasurer
Proposed by Jane / Seconded by Hayley

Any Other Business/Actions:

- All committee members signed a new confidential agreement, those that didn't attend meeting to sign post meeting
- Hayley to add new members to WhatsApp group and send requirements for DBS applications so we can commence process asap
- Hayley to commence applications for Enhanced DBS checks and EY2's for Ofsted
- A meeting at Esquire to be held on Friday 22nd March @ 9:30am to welcome new members and talk about key roles and responsibilities
- Once DBS and EY2's in place, Celia to amend our records with the Charities Commission to add new committee members and new key elected roles. Also to implement a new bank mandate to HSBC asking for signatories to be updated.

Date of next AGM meeting

Next AGM meeting to be held March 2025, next committee meeting to be held in May 2024, dates to follow.

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

Independent Accountant's Report to the Trustees of Cygnets Playschool
Langford Village for the financial year ended 31ST JULY 2023

- to keep accounting records in accordance with section 126 of the Charities Act 2011 and
- to prepare financial statements in accordance with the Companies Act 2006 and the Companies (Accounts) Regulations 2008 and to have those statements audited by an independent accountant in accordance with section 126 of the Charities Act 2011 and
- to prepare financial statements in accordance with the Companies Act 2006 and the Companies (Accounts) Regulations 2008 and to have those statements audited by an independent accountant in accordance with section 126 of the Charities Act 2011 and

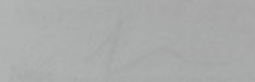
My responsibilities, as set out in accordance with General Guidance given by the Chartered Accountants' Association, include a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It does not include consideration of any financial issues or disclosures in the accounts, and

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

ACCOUNTS FOR THE YEAR

ENDED 31ST JULY 2023

- to keep accounting records in accordance with section 126 of the Charities Act 2011 and
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- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Name: _____
Role: _____
Chartered Accountant

27, King's Way
Thames
Thames Valley University
Uxbridge, Middlesex, UB8 3PH

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

Independent Examiner's Report to the Trustees of Cygnets Playschool

I report on the Accounts of the Playschool for the year ended 31st July 2023 which are set out on pages 1 and 2.

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 period 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 independent examiner's statement

My examination was carried out in accordance with 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 the 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.

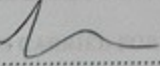
Independent examiner's statement

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.

Name.....

Jayne Blake
Chartered Accountant

23 Roman Way
Thame
Oxon OX9 2FP

Date...17 FEBRUARY 2024.

CYGNETS PLAYSCHOOL LANGFORD VILLAGE
RECEIPTS AND PAYMENTS ACCOUNT

Period ended 31st July 2023

RECEIPTS

	£	£
Total Fees		116,459
Fundraising		3,560
Grant		500
Bank interest		352
TOTAL RECEIPTS		120,871

PAYMENTS

Premises	928	
Staff Costs	90,544	
Consumables	11,394	
Equipment	8,876	
Fundraising costs	1,664	
	-----	113,406
Administration	7,411	
Membership subscriptions	384	
	-----	7,795
TOTAL PAYMENTS		121,201
NET DEFICIT FOR THE YEAR		(330)
ADD SURPLUS BOUGHT FORWARD		75,625
SURPLUS CARRIED FORWARD		75,295

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

BALANCE SHEET

As At 31st July 2023

CASH AT BANK

	£
Current Account	15,696
Deposit Account	30,344
Deposit Account – NOF account	21,770
Petty Cash	5
Wraparound Account	7,480

	75,295

SCHOOL FUND

Funds brought forward	75,625
Deficit for year	330

	75,295

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

Independent Accountant's Report to the Trustees of Cygnets Playschool
Langford Village for the financial year ended 31ST JULY 2023

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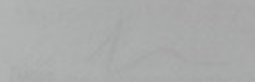
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CYGNETS PLAYSCHOOL LANGFORD VILLAGE

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Name: _____
Role: _____
Charity: _____

17 August 2023
Trustees
Trust: 020 287
Langford Village Playschool

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

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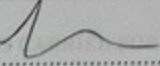
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Thame
Oxon OX9 2FP

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CYGNETS (LANGFORD VILLAGE UNDER FIVES)

England & Wales - Charity number 1044999

Accounts

Cygnets Pre-school AGM Minutes - 6th March 2023

Attendees

Hayley Durbin (Preschool Manager)
Jane Smith (Preschool Deputy Manager)
Georgina Smith (Acting Chair)
Donna Simpson (HR Support)
Livia Ondu (Committee member)

Apologies

Ashleigh Harrod (Treasurer)
Celia Jones (Finance Manager)
Emiliana Tashev (Committee member)
Helen Conlon (Committee member)
Leanne Naylor (Secretary)
Stacey Fairbairn (Parent)
Montanna Taylor (Committee member)

Minutes of previous AGM

Minutes approved

- **Treasurers Report incl. Accounts for April 2021 to March 2022**

Our 2021-22 Accounts to July 2022 are ready for our Treasurer to check before sending to our accountant Jayne Blake.

We had a good year financially, Income for the year totalled £116,600.00 and expenditure £102,913.00 leaving us a profit of £13,687.00. As a non-profit making organisation/charity we need to look at a project to use this money before the end of the next financial year or put it towards staff costs?

Breaking the income figures down – Pre-school fees £34,981.00, Wraparound £78,698.00, Grants £940.00, Fundraising £1,326.00, Admin fees £950.00.

Our main expense is of course staff costs £86,032.00; premises, consumables, equipment and insurance make up the remainder of the expenses.

Our bank balances are looking healthy with an overall total of £75624.95. However, this includes £7,000 we've retained from Furlough payments received in 2020/21. Plus Rent for the past two years which hasn't been paid until the new agreement is sorted out with Oxfordshire County Council. And of course, our contingency fund of £30,000 remains in our reserve account. In real terms our working balance is approx. £33,600.00.

Full details will be available once the figures have been checked and presented at the AGM before filing with the Charities Commission. Our deadline for filing is the 31st of May 2023.

The 2021 - 2022 accounts were accepted by the committee.

Chair / Preschool Report

We have 41 children on roll as 3 children left us at Christmas and 3 joined the nursery including our wraparound care. We didn't take any new children in January as there were 13 sessions available for 2-year-olds, but we were one member of staff down. All children have now settled and enjoying their time with us within the environment, our activities, and our daily routines.

We have 7 children with English as an additional language including Slovak, Polish, Romanian, Macedonian, Spanish and Thai.

Children's Progress:

We have just completed assessing our children again reviewing children's learning and development as the academic year progresses. Apologies reports did not go out, this was two fold as Oxfordshire County Council changed their reporting processes and also their desired documentation. We are now not required to send out termly reports however we are going to use the new report, designed for children with emerging concerns and we will use this to support your child, keeping them at the centre of all we do. We do this within children's play and a key focus for us is on children's speech and language and if they are typically on target for their age. From these assessments, we will produce a progress report and within these, we will provide key strategies to help support individual children mainly with their communication skills. We have 5 children flagged for emerging needs in personal, social, and emotional development/speech and language and we are providing these children with interventions where we feel it would support their learning and development.

We will soon be sharing children's development, highlighting where a child is working and showing what experiences children are gaining through our 'enabling environment' accompanied with input from key persons e.g., through language, modelling play, sustained shared thinking etc.

Children at Cygnets can learn at their own pace to achieve. Having shared goals for children and respecting all the different approaches in getting there we will ensure that all the children in our care develop to their greatest potential.

Staffing:

- Over the past year, we have seen a slightly higher turnover of staff. Gemma left us March as she moved into the main school and Roxanne left in June to join Oxfordshire County Council. Both were offered higher salaries. Donna left us in December as a mutual agreement. Miss Lindsey joined us in June, and we have just recruited Terrie, who commences on 31 March 2023 who will be working full time with 6 years' experience from Launton Nursery.
- Mariola passed her level 3 in the summer, so we now have every member of staff fully qualified.
- Staff salaries need review from April 2023 as NLW is increasing to £10.42 from April, an increase of 9.2%. Committee originally at our previous meeting that we need to invest in the staff with any profit raised as well as maintenance and replenishing environment. It has been agreed to increase salaries by approx. 6%.

Environment:

- Door with magnetic key fob (approx. £900 split 50/50 with school however as per our lease the front door would be classed as exterior therefore, we should not be liable.
- We would really like to transform the garden and level one area, replacing the multipurpose flooring with Astro turf, or equivalent, a slabbed perimeter with road markings for a bike/scooter track. We don't have anyone to do this and have not sourced any costs. We would like to invite external contractors to quote and offer ideas for designs too.

Fundraising:

- £500 Tesco community grant (Blue chips)
- £500 Graven Hill
- £200 Sandfield Nursery
- £57.10 Photoshoot commission

- We discussed further fundraising and had ideas such as a bake sale, selling Easter nests and 20p smartie tubes (further details below)

Training:

- All statutory training is up to date for all staff and staff as part of their continuous professional development are choosing to take courses in areas that interest them or that will help their key children.

- LVCPS:

- Headteacher Meeting
 - Electrics – have requested contractor to put light and socket in outdoor environment and shed – still no response
 - New boiler installed after 5 months of asking – cost £480
 - lockdown/evacuation policy in line with school – awaiting feedback

Session Fees:

- We discussed NLW increasing to £10.42per hour so session fees need increasing to cover staff salaries and funding fees – have suggested a 6% increase, as follows:
- Increase fees from April 2023
 - Funded 2YO - £5.89 → £6.21 (government agreed)
 - Private 2YO - £6.50 → £7.00
 - Funded 3YO - £4.35 → £4.58 (government agreed)
 - Private 3YO - £5.60 → £6.00.

Following a review of local preschools and their predicted increases (some are still yet to confirm) so some are still current fees - It was agreed that funding would increase for 2YO to £7ph and for 3YO to £6ph. We will send information to parents e/c 20/03/2023.

April/Sept 2023	Toad Hall	Child First	Jack&Jill	Marsh Gibbon	Little Acorns	Courtyard	Bubbles
2YO	£ 7.59	£ 7.55	£ 6.00	£ 5.90	£ 6.00	£ 4.00	£ 6.00
3YO	£ 6.59	£ 7.55	£ 4.50	£ 5.50	£ 6.00	£ 4.00	£ 6.00

Events:

- **Proposed – (need to check with school):**
- Wednesday 29th March for an Easter event in our garden from 16:30-17:30hrs to include an Easter Bonnet/Easter Mask Parade (made at home) with the winner prize an Easter Egg, during event children can decorate easter biscuits, purchase an easter chocolate nest and have a face paint/tattoo for contributions to our fundraising. All children to be given a tube of smarties as a treat accompanied with a letter to parents requesting children to complete school readiness challenges, home learning/chores to collect 20p's – smartie tubes with 20p's to be returned by end of summer term to support 20th Anniversary celebrations)
- Thursday 4th May/Friday 5th May – Fundraising Bake Sale after school (donations of cup-cakes to include ingredients) to raise pennies, ideas to include Kings Coronation/Star Wars
- Cygnets' 20th Anniversary, ideally held in September – Sat or Sun possibly on school field – parents invited to a planning meeting, to be held in May to plan and organise

• Resignations & Elections:

Resignations of Officers/Committee Members

- Ashleigh Harrod, Treasurer
- Mel Lopez, Chair
- Leanne Naylor, Secretary

Election of Committee Members

- Montanna Taylor, Helen Conlon, Livia Ondu, Melissa Lopez, Donna Simpson, Georgina Smith, Emiliana Tashev and Stacey Fairbairn to be re-elected to committee.
- Chloe Inness to be elected as a new committee member.

Election of Key Committee Roles

- Georgina Smith - Chair
 - o Proposed by Donna Simpson / Seconded by Livia Ondu
- Chloe Inness - Secretary
 - o Proposed by Georgie Smith / Seconded by Livia Ondu
- Livia - Treasurer
 - o Proposed by Georgie Smith / Seconded by Donna Simpson
- Donna Simpson – HR Support
 - o Proposed by Georgie Smith / Seconded by Livia Ondu

• Any Other Business

- o The Oxfordshire Safeguarding Children Board (OSCB) recommends good practice guidance that all committee members in an Early Years provision should complete the OSCB's 'Introduction to Safeguarding' eLearning course. The content of this course is bespoke to Oxfordshire; it highlights local procedures for identifying and reporting abuse in the county and gives clear messages about the importance of escalation of concerns as highlighted in national and local case reviews:

<https://training.oscb.org.uk/event-detail/%3DQzMwkTM/WEBINAR-Level-2-Early-Years-Generalist-Safeguarding>

More Date Choices:

Wednesday 8 March 2023
 Monday 27 March 2023
 Thursday 30 March 2023
 Thursday 27 April 2023
 Tuesday 9 May 2023
 Friday 19 May 2023
 Wednesday 31 May 2023
 Thursday 15 June 2023
 Wednesday 28 June 2023
 Thursday 13 July 2023

- o Chair to committee should attend the OSCB's Level 3 'Designated Safeguarding Lead' online course:
<https://training.oscb.org.uk/event-detail/%3DIjMyAjM/WEBINAR-Level-3-Designated-Safeguarding-Lead-Early-Years-Childminders-and-Childcare-Settings>

More Date Choices:

Thursday 23 March 2023

Tuesday 28 March 2023

Tuesday 18 April 2023

Tuesday 30 May 2023

Wednesday 21 June 2023

Wednesday 12 July 2023

- All committee members to be sent a new confidential agreement to sign and send back
- We will need to amend our records with the Charities Commission to add new committee members and new key elected roles.
- We will need to implement a new bank mandate to HSBC asking for signatories to be updated.

Date of next AGM meeting

Next AGM meeting to be held March 2024, next committee meeting to be held 10 May 2023 (tbc).

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

ACCOUNTS FOR THE YEAR

ENDED 31ST JULY 2022

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

Independent Examiner's Report to the Trustees of Cygnets Playschool

I report on the Accounts of the Playschool for the year ended 31st July 2022 which are set out on pages 1 and 2.

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 period 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,
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Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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

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Name.....

Jayne Blake
Chartered Accountant

23 Roman Way
Thame
Oxon OX9 2FP

Date...22...MARCH...2023

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

RECEIPTS AND PAYMENTS ACCOUNT

Period ended 31st July 2022

RECEIPTS

	£	£
Total Fees		115,270
Fundraising		1,326
Bank interest		9

TOTAL RECEIPTS		116,605

PAYMENTS

Premises	4,642	
Staff Costs	82,070	
Consumables	5,888	
Equipment	3,593	
Fundraising costs	127	
	-----	96,320
Administration	6,439	
Membership subscriptions	173	
	-----	6,612

TOTAL PAYMENTS		102,932

NET SURPLUS FOR THE YEAR		13,673
ADD SURPLUS BOUGHT FORWARD		61,952

SURPLUS CARRIED FORWARD		76,827

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

BALANCE SHEET

As At 31st July 2022

CASH AT BANK

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Current Account	17,360
Deposit Account	30,133
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Petty Cash	5
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SCHOOL FUND

Funds bought forward	61,952
Surplus for year	13,673

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CYGNETS (LANGFORD VILLAGE UNDER FIVES)

England & Wales - Charity number 1044999

Accounts

Cygnets' Preschool AGM / Trustees Annual Report

17th March 2022, 7-9pm

Present- Hayley, Jane, Lynne, Stacey, Donna, Celia, Livia, Montanna, Georgie, Mel, Ashleigh, Leanne, Helen

Virtual – Annabel, Alexia, Vicky (choice as some Covid-19 restrictions are still in place).

1. Welcome and introduction

Hayley welcomed everyone to the Annual General Meeting and explained the meeting would be kept to a minimum and just the overview of the year would be covered including signing off the accounts.

2. Invitation to declare conflicts of interest

None

3. Resignation of committee members

Resignations of Annabel (Acting Chair) and Alexia (Acting Secretary) and Vicky (Treasurer) received and acknowledged – written resignations received 24/01/2022.

The committee would continue their positions until positions refilled. It was decided a drive was required to improve the number of parents on the committee and what is involved in order to keep the preschool running.

4. Election of new committee members

Stacey Fairbairn, current parent – elected

Donna Simpson – current parent – elected

Livia Ondu – current parent – elected

Georgie Smith – current parent – elected

Mel Lopez – current parent – elected

Ashleigh Mather – community / past parent – elected

Leanne Naylor – community / past parent – elected

Helen Conlon – current parent – elected

5. Vote for allocating Roles of New Chair, Treasurer, Secretary and HR Support from elected members

Co-Chair: Lynne Cumming, nominated & elected

Co-Chair: Mel Lopez, nominated & elected (however is awaiting confirmation of suitability from Ofsted)

Treasurer: Ashleigh Mather, nominated & elected (however is awaiting confirmation of suitability from Ofsted)

Secretary: Leanne Naylor, nominated & elected (however is awaiting confirmation of suitability from Ofsted)

HR Support: Donna Simpson, nominated & elected (however is awaiting confirmation of suitability from Ofsted)

Trustees: Livia Ondu, Stacey Fairbairn, Helen, Georgie, nominated & elected (however are awaiting confirmation of suitability from Ofsted)

Montanna Taylor remains a trustee.

6. Accounts - 2020/2021

Accounts for the year ending 31st July 2021 were balanced and closed off and were submitted to our

accountant, Jayne Blake. After carrying out her independent examination, she signed the accounts off on the 16th February 2022. A copy of the accounts is available to view tonight. Once the accounts have been accepted by the Committee, the information can be submitted to the Charities Commission, this needs to be completed before the 31st May 2022.

The accounts for the financial year, show Cygnets Pre-school made a profit of £8759.00 The balance sheet shows the Pre-school funds at £61952.00 - detailed balances as of 31st July 2021

Current account- £9743.00
Staff account - £7084.00
Holding account - £14992.00
Reserve account - £30,126.00
Petty cash - £5.18

Income from Pre-school fees totaled £21959.00 an increase of £2437 and Wraparound £78153 an increase of £14123. £380 was received from Oxfordshire County Council as Grants for Household Support Funds and paid to those children eligible each term. The majority of the Pre-school fees are parent paid compared to income for the older children is predominantly funding from OCC.

The total income for fundraising was £373 and after related expenses of £407 our net loss was £34.00. This was due to a large uniform order being submitted in July 2020 and being paid for in October 2020.

Total receipts for all accounts amounted to £101304.00
Total payments for all accounts were £92545.00

Our major expense through the year has again been staffing costs at £74934 an increase of £9611 compared to the previous year. Premises costs were £1929, Consumables £6609, Equipment £2846, Admin/Office £5592, Subscriptions £228 and fundraising £407 (uniform). Work has started on a new shed and some improvements in the outside area, and these will be completed in the 2022 accounts. Discussions are ongoing between Oxfordshire County Council, Langford Village School, and Hayley (Pre-school Manager) regarding the rental agreement for the portacabin. We have not paid any rent this year as the agreement is being amended. £2500 is the figure we have in mind to cover this. This will need to be considered when reviewing the profit figure for this year.

The pension scheme (NEST) is up and running and currently 3 members of staff are enrolled. Our payroll company monitor contributions each month and advise when staff need to be added. Annual statements are available for staff to view each year.

Over the next 12 months we will need to review income to ensure we maximise the income for the spaces we have available, due to the Government's funding being lower than the privately funded children. We will also need to review salaries in line with the new minimum wage increases due in April 2022.

This is the current financial position of Cygnets Playschool.

7. Management - 2020/2021

Sept 2020 - July 2021 continued to be a busy year.

Sadly, we were unable to hold an open day due to the ongoing COVID-19 pandemic however, with a huge waiting list mainly from the additional housing at the 'Flanders Close' and 'Graven Hill' sites, by the end of the Autumn term all spaces were filled, and further wraparound/ preschool requests had to be turned away.

The committee also made the decision to only have an intake 3 times a year like the main school, this reduces the paperwork time and help the children settle.

We aimed to keep the balance of 8 pre-school and 8 wraparounds where possible.

The Autumn and Spring term was incredibly challenging for children, parents/carers, and staff alike as COVID 19 - continued to impact our lives and our preschool into the new academic year.

Cygnets Preschool remained open. We needed to make our lives in preschool as safe as possible for children and staff and where required, took measures that we would not normally consider to be in the best interests of our children (visors rather than masks so children could visually see us speak).

We want to thank all our families for their respectful behaviour with regards to covid measures at our preschool.

We are carefully considering next steps in line with government guidelines and want to be cautious in our approach to safeguard staff, children, parents/carers. We monitored health and safety protocol and want to assure parents that everything is above standards, and our main priority will always be the upmost care of children at Cygnets Preschool.

8. A.O.B.

Hayley to update OFSTED with committee changes and charity commission.

Hayley is to be the new nominated individual.

9. Date of next meeting

It was agreed to review the position of the preschool in the summer once all members had received their DBS's and EY2 authorised and also the charity commission has been notified.

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

ACCOUNTS FOR THE YEAR

ENDED 31ST JULY 2021

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

Independent Examiner's Report to the Trustees of Cygnets Playschool

I report on the Accounts of the Playschool for the year ended 31st July 2021 which are set out on pages 1 and 2.

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 period 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 independent examiner's statement

My examination was carried out in accordance with 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 the 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.

Name.....

Jayne Blake

Chartered Accountant

23 Roman Way

Thame

Oxon OX9 2FP

Date... 16.02.22

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

RECEIPTS AND PAYMENTS ACCOUNT

Period ended 31st July 2021

RECEIPTS

	£	£
Total Fees		100,927
Fundraising		373
Bank interest		4

TOTAL RECEIPTS		101,304

PAYMENTS

Premises	1,929	
Staff Costs	74,934	
Consumables	6,609	
Equipment	2,846	
Fundraising costs	407	
	-----	86,725
Administration	5,592	
Membership subscriptions	228	
	-----	5,820

TOTAL PAYMENTS		92,545

NET SURPLUS FOR THE YEAR		8,759
ADD SURPLUS BOUGHT FORWARD		53,193

SURPLUS CARRIED FORWARD		61,952

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

BALANCE SHEET

As At 31st July 2021

CASH AT BANK

	£
Current Account	9,743
Deposit Account	30,127
Deposit Account – NOF account	14,992
Petty Cash	5
Wraparound Account	7,085

	61,952

SCHOOL FUND

Funds bought forward	53,193
Surplus for year	8,759

	61,952

CYGNETS (LANGFORD VILLAGE UNDER FIVES)

England & Wales - Charity number 1044999

Accounts

Cygnets Pre-school committee meeting

Wednesday 23rd June 2021, virtual meeting given Covid-19 social distancing/ Emailed minutes

Present- Alexia, Vicky, Annabel, Chloe, Montanna

Copied in – Hayley, Jane, Celia

1. Welcome and introduction – Alexia Welcomed everyone to the virtual meeting and explained the meeting would be kept to a minimum and just the overview of the year would be covered including signing off the accounts.

2. Invitation to declare conflicts of interest
N/a

3. Resignation of committee members/staff – Alexia confirmed that Emily Ralph had resigned in December 2020 from her position as Admin Assistant for Cygnets. The role has been temporarily filled by Celia Jones and the role will be reviewed at the end of the financial/school year. The committee would continue their positions until the end of the school year. It was decided a drive to improve the number of parents on the committee would need to take place to keep the preschool running.

4. Vote for allocating Roles of new chair, treasurer and secretary from previously elected members
Chair: Zane Berzina nominated & elected
Treasurer: Victori nominated & elected
Secretary: Annabel Parkinson nominated & elected

5. Accounts – The accounts to July 2020 have been brought up to date and presented to the accountant for completion. Jane Blake signed the accounts off and these were produced for the committee to review. There were no objections to the figures and the committee felt the staff had worked hard during the year and managed to keep the preschool working in very difficult circumstances. During the next financial year, it was agreed to review preschool fees, salaries and premises costs.

6. AOB - Celia to update charity commission,
Ongoing discussions continue around staffing and financial planning for the setting over the next months given the current situation with Covid-19. The committee will review and make arrangements keeping staff and parents informed.

Permission granted from EYA to run committee on three members in the interim while we are waiting for Montanna's paper work to be finalised and recruiting a fifth member of the committee.

7. Date of next meeting – It was agreed to review the position of the preschool in the new school year around September/October 2021.

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

ACCOUNTS FOR THE YEAR

ENDED 31ST JULY 2020

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

Independent Examiner's Report to the Trustees of Cygnets Playschool

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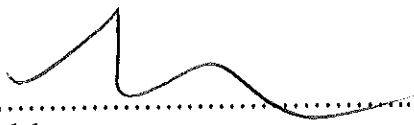
Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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.

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Name.....
Jayne Blake
Chartered Accountant

23 Roman Way
Thame
Oxon OX9 2FP

Date...7 JUNE 2021.....

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

RECEIPTS AND PAYMENTS ACCOUNT

Period ended 31st July 2020

RECEIPTS

	£	£
Total Fees		82,550
Fundraising		627
Bank interest		68
		<hr/>
TOTAL RECEIPTS		83,245
		<hr/>

PAYMENTS

Premises	2,660	
Staff Costs	65,323	
Consumables	2,433	
Equipment	-	
Fundraising costs	315	
	<hr/>	70,731
Administration	2,398	
Membership subscriptions	398	
	<hr/>	2,796
		<hr/>
TOTAL PAYMENTS		73,528
		<hr/>
NET SURPLUS FOR THE YEAR		9,718
ADD SURPLUS BOUGHT FORWARD		43,475
		<hr/>
SURPLUS CARRIED FORWARD		53,193
		<hr/>

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

BALANCE SHEET

As At 31st July 2020

CASH AT BANK

	£
Current Account	16,469
Deposit Account	30,124
Deposit Account – NOF account	6,522
Petty Cash	5
Wraparound Account	73

	53,193

SCHOOL FUND

Funds bought forward	43,475
Surplus for year	9,718

	53,193

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

ACCOUNTS FOR THE YEAR

ENDED 31ST JULY 2020

CYGNETS PLAYSCHOOL LANGFORD VILLAGE

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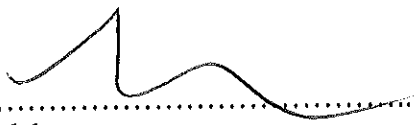
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Fundraising costs	315	
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