

The Purpose and Aims of the Pre-School

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

- a. offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability
- b. encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- c. instigating and adhering to and furthering the aims and objects of the pre-school learning alliance

Background:

Bright Start Pre-School has a strong reputation within the community and has been running since 1974. The pre-school is an independent registered charity run by a voluntary management committee made up of parents and local people dedicated to the positive development of the pre-school. It is governed by a PSLA constitution and the trustees are elected by members of the pre-school. Of the members elected, a minimum of 60% of the committee should be parent members of the pre-school.

Bright Start Pre-School provides a facility to enhance the development and education for children between the ages of 2 and 4. This includes funded places for children from the age of 3 upwards and funded places for eligible 2 year olds. Children are able to stay at Bright Start until they reach school age. As an OFSTED registered pre-school Bright Start strives to achieve the highest possible educational and social standards. In the most recent Ofsted Report on the setting (July 2021), Bright Start Pre-school was rated as good and this report is available for reading via the Ofsted web site.

The Pre-School

The pre-school operates for 5 days a week, offering the flexibility of morning sessions running from 9:00 till 12:00, and afternoon sessions from 12:00-3:00. A Breakfast and after school club is also open for pre-school children. Government funded children, which comes into operation the term after the child's 3rd birthday, may take their 15 hours entitlement within these times. Bright Start also provides 30 hours of care for children of working parents and is introducing funding for parents of working 2 year olds. The pre-school is open:

Monday - Friday	0900 – 1500
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Bright Start now also runs a wrap around care service for Gateway School which is on site, as well as for the pre-school. Breakfast club runs from 7:45 - 8:45 and after school sessions run from 3:00 – 5:30

In the year September 2022– August 2023 the pre-school ran a total of 341 sessions, for a membership in excess of 60 families. Brightstart operates in a purpose built premises on the same site as Gateway School in Carterton.

The Pre-School in the Community

Bright Start is one of 2 pre-schools in Carterton and four of the local schools have nursery units attached to them. There is a Families Centre based in the Town providing extra support for families, the pre school manager has good links with the Families Centre and often works with the same families supported there.

Due to the proximity of RAF Brize Norton, Carterton's population is a mix of civilian and service personnel. Due to the nature of the Forces posting schedules there is a frequent turnover of service families, and many other service families depend on a sole carer whilst a second parent completes an overseas tour of duty. The proportion of children with a service family background tends to vary each term but is about 50%, this has increased from previous years as we are now situated on a predominantly RAF school.

The Pre-School Staff make good use of the local library and shops, making regular visits with the children. They are supporting local business and have forged good links with the local Police Station.

Pre-School Staff

Bright Start employs 8 members of staff, the Manager holds an Early Years Foundation Degree, 6 staff members are qualified to level 3, and one has completed a relevant Teaching Degree. In-house training continues for all staff throughout the year and there is a comprehensive induction program for new staff to follow, as well as training updates through the Step into Training program.

Financial Review

In the past twelve months the pre-school has maintained a positive reserve fund to cover running costs for a minimum of 6 calendar months, in addition to this there is a redundancy fund held in reserve for staff security. Income from funded children has remained consistent and despite an initial concern that this may fall away as children move to school-based provision, numbers have remained stable and again this secures income for the group.

In the short term the financial case for the pre-school remains good.

Conclusion

Bright Start has had a good financial year, and the current business plan predicts a profit in the future, there are ample reserves to absorb any losses should this occur. With care and budgeting, there is no reason why Bright Start Pre-School should continue to prosper as new families move into the area with new housing estates already planned for the local area.

Expected Out goings	
Salaries	£144,785.04
Payroll	£645.00
Rent&Rates	£4,500.00
Utilities	£1,900.00
Food & Drink	£396.00
Consumables	£1,320.00
Telephone	£96.00
Insurance	£1,030.00
Uniforms	£0.00
Membership	£603.00
Advertising	£90.00
Office costs	£40.00
Printing	£0.00
Equipment	£2,750.00
New building costs	£0.00
Other	£0.00
Total	£158,155.04

Expected Income	
Vouchers	£0.00
NEF	£130,940.00
Fees	£0.00
Wrap Around Care Fees	£33,333.60
Milk	£133.00
Fundraising	£500.00
Bank Interest	£6.00
Grants	£0.00
Total	£164,912.60

	Sep	Oct	Nov
Parent Fees	£4,025.70	£973.90	£3,382.40
NEF 3/4 Yr	£12,755.52		£9,603.18
NEF 2 Yr	£2,620.80		£1,747.20
EYPP			
Vouchers	£4,946.90	£556.85	£4,099.85
Milk refund		£14.13	
Fundraising/ donations			
Bank interest	£0.39	£0.37	£0.39
Other/grants	£5,880.00		
Monthly Totals	£30,229.31	£1,545.25	£18,833.02

	Sep	Oct	Nov
Salaries	£11,170.85	£10,881.32	£11,391.67
Rent/Rates	£1,029.75		
Utilities		£296.52	
Food & Drink	£48.68	£28.55	£11.39
Consumables	£189.50	£115.66	£142.71
Equipment		£393.81	£101.34
Office Costs	£419.31	£106.15	£14.95
Meeting Costs	£117.05		
Other	£243.40	£180.87	£104.00
Monthly Totals	£13,218.54	£12,002.88	£11,766.06

Summary of Receipts				
Dec	Jan	Feb	Mar	Apr
£379.20	£482.00		£2,589.85	£3,552.87
£646.95	£15,573.60	£693.00	£10,909.80	£16,919.58
	£2,419.20	£1,672.80	£225.00	£1,840.32
		£60.00		
£600.00	£902.00		£1,789.30	£2,075.30
£34.98	£6.36		£9.60	
£55.00				
£0.37	£0.39	£0.35	£0.43	£0.72
	£1,323.51	£1,498.75	£52,050.00	
£1,716.50	£20,707.06	£3,924.90	£67,573.98	£24,388.79

Summary of Payments				
Dec	Jan	Feb	Mar	Apr
£11,148.45	£11,163.84	£11,200.33	£11,278.55	£10,742.34
	£1,029.75		£1,029.75	
£119.04			£492.52	£144.00
£114.58	£12.00	£7.91	£33.07	£12.95
£74.75	£30.33	£22.50	£19.56	£216.66
£292.93		£174.35	£165.98	£2,375.38
£8.30	£8.30	£8.30	£73.32	£698.16
£460.00	£162.12	£33,626.87	£11,835.71	£36.00
£12,218.05	£12,406.34	£45,040.26	£24,928.46	£14,225.49

May	Jun	Jul	Aug	Annual Totals
£1,871.70	£4,708.37	£349.50		£22,315.49
	£13,913.67			£81,015.30
	£1,226.88	£982.20		£12,734.40
				£60.00
£595.55	£3,168.22	£182.00		£18,915.97
	£34.98		£22.26	£122.31
		£400.00		£455.00
£0.69	£0.69	£0.60	£0.57	£5.96
£120.00	£248.40	£900.00		£62,020.66
£2,587.94	£23,301.21	£2,814.30	£22.83	£197,645.09

May	Jun	Jul	Aug	Annual Totals
£10,809.78	£10,755.72	£12,394.72	£10,374.20	£133,311.77
				£3,089.25
£66.00	£409.33			£1,527.41
£53.38	£21.94	£62.55		£407.00
£53.50	£254.54	£49.41	£3.75	£1,172.87
£23.57	£49.95	£62.00	£28,441.42	£32,080.73
£130.31	£89.90	£8.40	£131.55	£1,696.95
		£106.35		£223.40
£791.10	£773.26	£945.16		£49,158.49
£11,927.64	£12,354.64	£13,628.59	£38,950.92	£222,667.87

Over spend

£25,022.87

Opening balances as at 1st Sept 2020
Bank Account Number
Account no 91140418
Account no 11373404
Account no 11373412
Total

2020/21 Out
Salaries
Payroll
Rent
Utilities
Training
Food & Drink
Consumables
Telephone
Insurance
Uniforms
Membership
Advertising
Office costs
Printing
Equipment
New building costs
Other
Meeting costs
Total

£34,628.50
£12,453.11
£32,910.09
£79,991.70

goings Summary	
Expected Out Goings	Actual Out Goings
£144,785.04	£133,311.77
£645.00	
£4,500.00	£3,089.25
£1,900.00	£1,527.41
£0.00	
£396.00	£407.00
£1,320.00	£1,172.87
£96.00	
£1,030.00	
£0.00	
£603.00	
£90.00	
£40.00	£1,696.95
£0.00	
£2,750.00	£32,080.73
	£49,158.49
	£223.40
£158,155.04	£222,667.87

Closing balances as at 30th Aug 2021	
Bank Account Number	
Account no 91140418	£34,510.88
Account no 11373404 ***	£457.12
Account no 11373412	£20,001.22
Total	£54,969.22

*** 31 Aug 21 - Acc no 404 transfers £24,595.29 into Acc no 418 - not on Acc no 404 Aug bank statement as it ends on the 16th Aug 21.

Total out goings in bank	£250,022.48
Total receipted outgoings	£250,022.87
Difference	-£0.39

Over spend £25,022.48

Expected Receipts			
	Autumn Term	Spring Term	Summer Term
Fees 3/4 Yr	£25,167.00	£30,866.00	£30,700.00
Funding 2 Yr	£8,008.80	£3,000.00	£3,000.00
Wrap around	£21,000.00	£18,000.00	£18,000.00
Total per term	£54,175.80	£51,866.00	£51,700.00

Expected Income	
Parent Fees	£57,000.00
NEF 3/4 Yr	£86,733.00
NEF 2 Yr	£14,008.80
EYPP	£0.00
Vouchers	£0.00
Milk refund	£120.00
Fundraising/ donations	£0.00
Bank interest	£6.00
Other/grants	£5,000.00
Total	£162,867.80

Expected O
Salaries
Rent/Rates
Utilities
Food & Drink
Consumables
Equipment
Office Costs
Meeting Costs
Other
Total

*Based on a month
previou.

Annual Total
£86,733.00
£14,008.80
£57,000.00
£157,741.80

utgoings *
£149,385.00
£2,000.00
£1,500.00
£500.00
£1,500.00
£3,000.00
£2,000.00
£300.00
£5,000.00
£165,185.00

nly average of the
 s year

	Sep	Oct	Nov
Parent Fees	£3,169.04	£6,073.30	£4,737.78
NEF 3/4 Yr	£11,586.96		£14,388.69
NEF 2 Yr	£2,453.76		£5,555.04
EYPP			
Vouchers	£6,931.05	£218.18	£6,988.24
Milk refund		£17.60	£9.60
Fundraising/ donations			
Bank interest	£0.27	£0.16	£0.18
Other/grants		£165.00	
Monthly Totals	£24,141.08	£6,474.24	£31,679.53

	Sep	Oct	Nov
Salaries	£10,776.27	£11,890.81	£12,159.87
Rent/Rates			
Utilities			£1,246.11
Food & Drink	£35.41	£49.36	£83.69
Consumables	£371.13	£12.94	£259.94
Equipment	£25,067.77	£41.25	£49.94
Office Costs	£136.11	£10.00	£10.00
Meeting Costs			
Other	£32.88	£222.75	£379.44
Monthly Totals	£36,419.57	£12,227.11	£14,188.99

Summary of Receipts				
Dec	Jan	Feb	Mar	Apr
£849.25	£4,093.92	£1,384.20	£21,882.17	£2,457.91
£620.80	£21,974.74		£1,729.25	£3,395.70
	£2,453.76	£1,635.84		
£904.25	£8,837.37	£751.25	£10,727.76	£3,017.87
	£22.60		£35.85	
£240.94		£7.80		
£0.25	£0.25	£0.25	£0.74	£1.54
£1,287.00		£1,275.00	£5,750.00	
£3,902.49	£37,382.64	£5,054.34	£40,125.77	£8,873.02

Summary of Payments				
Dec	Jan	Feb	Mar	Apr
£14,413.88	£11,432.28	£11,633.70	£11,801.33	£12,043.04
				£222.90
£120.86	£2.75	£54.35	£176.09	£36.61
£9.21	£40.19	£230.46	£205.91	£34.06
£170.23	£91.92	£649.53	£3,412.89	£195.34
£141.32	£10.00	£10.00	£205.46	£613.58
£810.05	£41.72	£489.79	£2,173.61	£124.24
£15,665.55	£11,618.86	£13,067.83	£17,975.29	£13,269.77

May	Jun	Jul	Aug
£1,713.75	£4,273.48	£838.00	
£24,762.24	£25,041.36	£1,191.50	£16,991.10
			£1,908.36
£5,164.38	£10,701.44	£2,376.00	£7,229.61
£26.10		£56.13	
£5.83		£198.78	£5.27
£1.50	£1.58	£3.15	£9.11
£165.00	£2,165.00		
£31,838.80	£42,182.86	£4,663.56	£26,143.45

May	Jun	Jul	Aug
£14,006.32	£11,564.62	£15,970.32	£11,169.89
			£144.00
£70.84		£119.21	
£197.80	£279.31	£23.54	
£48.41	£168.89	£1,758.99	£7.00
£10.94	£211.17	£10.94	£154.94
£170.00	£206.83	£1,139.00	£177.20
£14,504.31	£12,430.82	£19,022.00	£11,653.03

Annual Totals
£51,472.80
£121,682.34
£14,006.76
£0.00
£63,847.40
£167.88
£458.62
£18.98
£10,807.00
£262,461.78

Annual Totals
£148,862.33
£0.00
£1,613.01
£749.17
£1,664.49
£31,662.16
£1,524.46
£0.00
£5,967.51
£192,043.13

Opening balances as at 1st Sept 2021
Bank Account Number
Account no 91140418
Account no 11373404
Account no 11373412
Total

2020/21 Out
Salaries
Rent/Rates
Utilities
Food & Drink
Consumables
Equipment
Office Costs
Meeting Costs
Other
Total

£34,510.88
£457.12
£20,001.22
£54,969.22

goings Summary	
Expected Out Goings	Actual Out Goings
£149,385.00	£148,862.33
£2,000.00	£0.00
£1,500.00	£1,613.01
£500.00	£749.17
£1,500.00	£1,664.49
£3,000.00	£31,662.16
£2,000.00	£1,524.46
£300.00	£0.00
£5,000.00	£5,967.51
£165,185.00	£192,043.13

Closing balances as at 30th Aug 2022
Bank Account Number
Account no 91140418
Account no 11373404
Account no 11373412
Total

Expected Receipts 2022-23			
	Autumn Term	Spring Term	Summer Term
Fees 3/4 Yr	£36,367.00	£32,886.00	£33,886.00
Funding 2 Yr	£2,473.00	£2,000.00	£2,000.00
Wrap around	£23,000.00	£22,000.00	£21,000.00
Total per term	£61,840.00	£56,886.00	£56,886.00

Expected Income	
Parent Fees	£66,000.00
NEF 3/4 Yr	£103,139.00
NEF 2 Yr	£6,473.00
EYPP	£0.00
Vouchers	£0.00
Milk refund	£0.00
Fundraising/ donations	£0.00
Bank interest	£0.00
Other/grants	£0.00
Total	£175,612.00

Expected C
Salaries
Rent/Rates
Utilities
Food & Drink
Consumables
Equipment
Office Costs
Meeting Costs
Other
Total

Annual Total	£103,139.00
	£6,473.00
	£66,000.00
	£175,612.00

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	Sep	Oct	Nov
Parent Fees	£2,138.25	£1,843.25	£2,294.50
NEF 3/4 Yr			£21,860.85
NEF 2 Yr			£3,121.26
EYPP			£469.44
Vouchers	£9,643.25	£2,515.00	£11,827.50
Milk refund	£10.06		£336.82
Fundraising/ donations			
Bank interest	£13.52	£22.02	£35.32
Other/grants			£7.65
Monthly Totals	£11,805.08	£4,380.27	£39,953.34

	Sep	Oct	Nov
Salaries	£12,410.05	£12,427.27	£12,209.03
Rent/Rates			
Utilities	£216.00	£2,081.85	
Food & Drink	£98.64	£66.50	£140.62
Consumables	£168.88	£8.06	£163.72
Equipment	£6,539.55	£28.97	£93.53
Office Costs	£125.14	£10.94	£12.59
Meeting Costs			
Other	£351.19	£1,994.43	£56.51
Monthly Totals	£19,909.45	£16,618.02	£12,676.00

Summary of Receipts				
Dec	Jan	Feb	Mar	Apr
£463.00	£2,618.50	£1,262.00	£1,137.50	£1,398.74
£2,412.40	£20,498.09	£657.22	£24,431.84	£27,711.50
		£2,647.12		
£590.00	£9,959.90	£4,928.00	£6,589.00	£5,206.25
	£25.53	£14.10	£32.90	£45.60
	£435.41			
£58.58	£78.68	£106.49	£117.03	£164.29
	£11.96	£180.00		£215.00
£3,523.98	£33,628.07	£9,794.93	£32,308.27	£34,741.38

Summary of Payments				
Dec	Jan	Feb	Mar	Apr
£12,513.42	£12,533.08	£12,605.46	£12,431.59	£12,893.45
	£768.40	£975.50		£216.00
£94.01	£92.84	£61.72	£86.89	£50.62
£101.77	£143.46	£51.02	£451.43	£51.39
		£96.41	£61.01	£105.12
£90.14	£26.39	£10.94	£67.82	£12.52
£936.55	£929.61	£155.98	£402.19	£1,009.46
£13,735.89	£14,493.78	£13,957.03	£13,500.93	£14,338.56

May	Jun	Jul	Aug
£1,341.48	£2,705.30	£360.75	
	£27,721.06		£3,377.56
£735.00			
£6,403.19	£11,516.07	£877.50	£210.00
	£39.10	£28.40	£11.05
	£43.00	£52.36	
£170.15	£182.46	£191.00	£219.82
£18.76			
£8,668.58	£42,206.99	£1,510.01	£3,818.43

May	Jun	Jul	Aug
£15,671.03	£12,597.52	£15,611.72	£12,570.03
£384.60	£456.60	£554.95	
£33.62	£113.53	£50.12	
£312.81	£152.33	£61.90	£8.00
£1,223.60	£219.00		
£12.52	£12.52	£72.11	£12.52
£1,384.34	£855.12	£221.00	£177.80
£19,022.52	£14,406.62	£16,571.80	£12,768.35

Annual Totals
£17,563.27
£128,670.52
£3,856.26
£3,116.56
£70,265.66
£543.56
£530.77
£1,359.36
£433.37
£226,339.33

Annual Totals
£156,473.65
£0.00
£5,653.90
£889.11
£1,674.77
£8,367.19
£466.15
£0.00
£8,474.18
£181,998.95

Opening balances as at 31st Aug 2022
Bank Account Number
Account no 91140418
Account no 11373404
Account no 11373412
Total

2022/23 Out g
Salaries
Rent/Rates
Utilities
Food & Drink
Consumables
Equipment
Office Costs
Meeting Costs
Other
Total

£48,876.07
£6,493.63
£70,018.17
£125,387.87

Joings Summary	
Expected Out Goings	Actual Out Goings
£170,085.00	£156,473.65
£0.00	£0.00
£3,000.00	£5,653.90
£0.00	£889.11
£0.00	£1,674.77
£0.00	£8,367.19
£0.00	£466.15
£0.00	£0.00
£0.00	£8,474.18
£173,085.00	£181,998.95

Closing balances as at 31st Aug 2023

Bank Account Number

Account no 91140418 £22,159.09

Account no 11373404 £6,557.65

Account no 11373412 £141,011.51

Total **£169,728.25****2022/23 Income Summary**

	Expected Income
Parent Fees	£66,000.00
NEF 3/4 Yr	£103,139.00
NEF 2 Yr	£6,473.00
EYPP	£0.00
Vouchers	£0.00
Milk refund	£0.00
Fundraising/ donations	£0.00
Bank interest	£0.00
Other/grants	£0.00
Total	£175,612.00

Actual Income
£17,563.27
£128,670.52
£3,856.26
£3,116.56
£70,265.66
£543.56
£530.77
£1,359.36
£433.37
£226,339.33

Expected Receipts 2023/24			
	Autumn Term	Spring Term	Summer Term
Fees 3/4 Yr			
Funding 2 Yr			
Wrap around			
Total per term	£0.00	£0.00	£0.00

Expected Income	
Parent Fees	£1,800.00
NEF 3/4 Yr	£120,000.00
NEF 2 Yr	£3,500.00
EYPP	£3,000.00
Vouchers	£70,000.00
Milk refund	£500.00
Fundraising/ donations	£0.00
Bank interest	£500.00
Other/grants	£0.00
Total	£199,300.00

Expected C
Salaries
Rent/Rates
Utilities
Food & Drink
Consumables
Equipment
Office Costs
Meeting Costs
Other
Total

Annual Total
£0.00
£0.00
£0.00
£0.00

Outgoings
£160,000.00
£0.00
£7,000.00
£900.00
£1,600.00
£8,000.00
£400.00
£0.00
£8,000.00
£185,900.00

Reworked to separate out interaccount transfers

Opening bank balances 01.09.22	Current Account	91140418	48876.07
	Savings Account	11373412	70018.17
	Fundraising Account	11373404	6493.53

Payments

Salaries	156473.65
Rent/Rates	0
Utilities	5653.9
Food and Drink	889.11
Consumables	1674.77
Equipment	8367.19
Office Costs	466.15
Meeting Costs	0
Other	8472.18
External payments (current account)	181996.95
Other payments	
Interaccount transfers	69700
Bank charge	2

Total payments	251698.95
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Receipts

Parent Fees	17563.27
NEF 3/4 Yr	128670.52
NEF2 Yr	3856.26
EYPP	3116.56
Vouchers	70265.66
Milk refund	543.56
Fundraising/Donations	530.77
Other/Grants	433.37
External receipts (current account)	224979.97
Other receipts	
Interaccount receipts	69700
Bank Interest - Savings account	1293.34
Bank Interest - fundraising account	66.12

Total receipts 2022/23	296039.43
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Net Income for year	44340.48
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Bank Balances as at 31.08.23	Current Account	91140418	22159.09
	Savings Account	11373412	141011.51
	Fundraising Account	11373404	6557.65

Total cash at bank	169728.25
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HSBC Check	Difference
22159.12	0
141011.51	0
6557.65	0
169728.28	