

ST.MARK'S PRE-SCHOOL

England & Wales · Charity number 1047426

Details

Other names	ST.MARK'S PLAYGROUP AND SCALLYWAGS TODDLER GROUP, ST.MARK'S PRE-SCHOOL AND SCALLYWAGS TODDLER GROUP
Status	Registered
Legal form	Other
Registered	1995-06-21
Register	View on the Charity Commission register

Contact

Address	Somerset Road Salisbury Wiltshire SP1 3BL
Phone	01722330382
Email	admin@stmarks-preschool.co.uk
Website	www.stmarks-preschool.co.uk

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: Pre-School Education for 2 1/2 to 4 year olds in the local community.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People, People With Disabilities, The General Public/mankind

Geography

- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£294,959	£291,552	-	-
2024-08-31	£291,414	£283,677	-	-
2023-08-31	£226,957	£243,625	-	-
2022-08-31	£195,944	£233,233	-	-
2021-08-31	£179,820	£178,544	-	-
2020-08-31	£167,109	£191,121	-	-

Trustees

Name	Role	Appointed
Dan Kieran		2023-10-12
Jennie Russell		2025-06-03
Joanna Klein		2023-10-12
May Newton		2025-10-07
Richard Soddy		2024-10-08
Ross Egan		2025-10-07

ST.MARK'S PRE-SCHOOL

England & Wales - Charity number 1047426

Accounts

St Marks Pre-School Committee Meeting - AGM - Minutes
Tuesday 8th October 2024, 7:45pm

At: Green Dragons Room, St Marks Pre-School, Somerset Road, Salisbury, SP1 3BL or Teams Online Meeting
Invite

1. Welcome and Apologies

Present:

Odelia Bar-on McDonald (Committee Treasurer) - In Person

Jo Klein (Committee Secretary) - In Person

Emily Woolford (Committee Health & Safety Rep) - Online

Maree Lumber (Committee Staff Rep & Communication Updates - Facebook) - In Person

Rachel Schendel (Committee Pre-School Manager) - In Person

Dan Kieran (Committee General) - In Person

Additional Staff/Parents:

Nikki Soddy (Parent) - In Person

Rich Soddy (Parent) - In Person

Isabel Elgy (Parent) - In Person

Sharon Trim (Deputy Pre-School Manager) - In Person

Debbie Hewitt (Pre-School Administrator) - In Person

Gemma Doe (Practitioner) - In Person

Sally Campbell (Practitioner) - In Person

Fiona Klein (Practitioner) - In Person

Sophie Barker (Practitioner) - In Person

Apologies:

Beth George (Committee Chair)

Tracy Rushing (Committee Fundraising)

2. Minutes from Last Meeting and Matters Arising

Minutes were shared post the committee meeting on the 24th September 2024. No questions have been raised or changes requested

See excel tracker for status of actions in school year 2023/2024 & 2024/2025

3. Chair's Report

Dan shared the Chair's report:

Having been on the committee for a year now, and being able to get to know the other committee members and some of the staff and the Pre-School generally, I'm happy to take over from Beth as Chair.

I met with Rachel a few weeks ago, and we discussed how we might adapt the committee's role going forward. We agreed that rather than having a wide range of small projects over the year, it would be helpful to focus on three or four objectives with Rachel. The initial one we agreed on would be to introduce the Active Outdoor Learners Initiative to the Pre-School. This will require some investment, but we are hoping the sponsored walk will raise sufficient funds to cover it.

I have also suggested that we split the committee's work into two. Members will be members (with the relevant DBS checks etc) but while one half will focus on daily operations and governance, the other half will focus on fundraising. This should reduce the workload on the Operational committee members and harness the enthusiasm and ideas of a wider range of parents. I'm happy to say we have had expressions of interest in joining the committee from six + parents, some of whom have already begun the DBS check process. This should also free me up as Chair to concentrate on seeking grants to support the Pre-School so we can fund extra resources and training.

I understand that Odelia and Maree are stepping down this evening from their roles as Treasurer and Staff Rep respectively and will be handing over to Rich and Nikki Soddy respectively. Odelia and Maree have made a huge impact on the Pre-School and will be sorely missed. However, thanks to their hard work the Pre-School is in a strong place going forward and we, as a committee, look forward to continuing their excellent work. Odelia and Maree will now organise handover processes with Rich and Nikki to ensure things continue to run smoothly and have offered to remain available for questions as they arise.

I wanted to end by highlighting the following feedback I was sent by a parent about how their child has settled into the Pre-School. It shows just how dedicated and gifted the staff and management at the Pre-School are. We are lucky to have them all working so hard to give our children the best possible start.

'I just wanted to say how impressed we have been with St Marks. xx has thoroughly enjoyed his first few weeks and has settled in really well. It is clear that there is great leadership at work here. Communication has been excellent, the settling in sessions were brilliant and all the staff have been so friendly and helpful.'

4. Pre-School Manager Report

Rachel's shared the Pre-School Manager's report:

Parental involvement: Parents have again helped to shape the focus for developments for the coming year with the annual questionnaire helping to form our action plan for quality improvement. Parents and relatives have given the Pre-School much help with DIY and gardening jobs throughout the year, including renovating the 'den' in the front garden.

Increase in registered number of children: As of September 2023, the Pre-School has been registered to take up to 47 children daily. The Green Dragons team worked effectively as a team with up to 31 children in, working flexibility across both indoor and outdoor spaces, with a ratio of just under 1:8. The Blue Dragons team continues to work with 16 children on a 1:4 ratio, slightly under the 1:5 ratio that can be implemented, with a lower ratio allowing for better quality provision.

Resourcing: Parents have been generous in gifting toys and books which have helped to refresh and maintain resources, including replacing the logs in the 'story circle' in the front garden. The financial contribution has enabled the Pre-School to continue to provide a range of interesting resources and activities including hatching ducklings, watching caterpillars transform into butterflies, refreshing the bug-hunting resources as well as contributing to a gardener, helping to keep the wildness in check.

The Pre-School team initiated the building site zone and using money from the fundraising pot, purchased large scale 'tonka' toys and gravel as well as more storage units to enable resources to be accessed at different points across the playground.

The outside coming in: We have continued to focus on broadening children's experiences whilst at Pre-School by inviting 'people who help us' in to talk to the children. This has included visits from the fire and police service, veterinary nurses and Royal Navy pilots. Parents have come in to read stories in their first language and help with activities such as woodwork, cooking or visits off site.

Training: We have continued to upskill the practitioner team by investing in face to face and online training that is individually or group focused. Seven practitioners are just in the process of updating their PFA (Paediatric First Aid), two of these practitioners completing 'First Aid for Adults at Work'. The Pre-School SENCo successfully completed a level 3 SEN qualification, and another practitioner is currently working to complete their NVQ2 in Early Years and Childcare.

Plans for the coming year include:

- Continuing to develop our outdoor spaces and set up Active Outdoor Learners Initiative
- Raising the profile of home learning through links and suggestions on Tapestry and with the re-introduction of story and activity bags.
- Accessing funding to upgrade ICT resources that form a vital part of sharing information with parents and monitoring each child's progress and development
- Maintaining and improving the building interior, garden and playground.

I would like to take this opportunity to thank the practitioner team for their ongoing hard work and commitment to maintaining and developing the quality of the provision at St Marks Pre-School.

Additionally the committee for their support, enthusiasm and time which makes such a difference to life for everyone at St Marks Pre-School.

5. Staffing Rep Report

Maree shared the Staffing Rep report:

The Practitioner Team

This past year has seen a few changes within the practitioner team. We sadly lost:

Faye, who had been room leader and worked within the Pre-School for a number of years. She has decided to change career paths.

Chloe, also felt it was the right time to move on to pastures new at the end of the academic year.

Emma, who had been on maternity leave, decided that she would not return after her leave, as wanted to spend more time with her young family.

We wish them all the best for the future.

Changes for Blue and Green Dragons in 2024-2025

With the changes in the setting, it has created an exciting opportunity for some internal progressions across the team, utilising the valuable experience already within the setting.

Room leader for Blue Dragons – Sophie: Congratulations to Sophie who was appointed Room Lead for Blue Dragons from September 2024. Sophie has a passion for the Pre-School and would love to bring more ideas into the Pre-School with the help and support from all her colleagues and the committee. Sophie has already successfully settled well into the role and the committee wishes her all the success.

Blue Dragons Staff members: Gemma, Fiona, Sandra, Laurie,

Room leader for Green Dragons – Sharon: Sharon continues to lead a great team of practitioners to provide the best learning experiences for children at Pre-School. Her dedication is paramount, and Pre-School wouldn't be the same without her.

Green Dragons Staff members: Ito, Sally, Megan, Sarah, Lauren, Angela.

Additionally, staff who work in both rooms: Kate, Lorna.

The Past Year

Last year we changed the structure of the Green Dragons room by increasing the intake.

The committee wanted to take this opportunity to both thank the staff for their hard work and dedication to making changes where needed.

To accommodate the different numbers in the room, make it a great environment for the children throughout the whole academic year, as well as congratulate them for making it what it is today.

It was not only the Green Dragons team, but all staff from both rooms and not forgetting Rachel and Debbie.

Everyone worked together and offered the staff the support they needed to accommodate all the changes within the setting that the Committee agreed to make in 2022/2023.

Rachel goes above and beyond her manager role to help support and takes on numerous additional responsibilities to help the committee out which we personally thank her for.

6. Health and Safety Rep Report

Emily shared the Health & Safety Report:

- Legionella Review completed on 4th September 2024
- Fire and Intruder Alarm check completed on 3rd September 2024
- Gate between WP and Pre-School needs renovating. Committee has approved a quote from a tradesman. Rachel is now arranging a date for this work to be completed
- The Outside classroom issue with rainwater still needs addressing. We discussed reaching out to parents to see if anyone had experience and could provide ideas for solving this problem.
- Grass around the boat needs to be fully removed. It is a priority for the next grounds day.
- Fire safety audit to be completed ASAP

7. Treasurer Report

Odelia shared the Treasurer Report:

The Treasurer's focus this year has been to update the school's financial records bringing them back into line and having more oversight and transparency across all financial elements of the Pre-School.

We have completed the Charity Commission submissions and they are now up to date, after being overdue for over 2 years.

We have been working closely with Key Accounting to provide a clearer picture of our income and expenses. The invoices are reviewed monthly now, and spot checking is done by us to make sure the costs are allocated correctly. This has reduced the 'unallocated cost' and aged debtors significantly.

We are now able to produce a profit and loss report on demand using SAGE.

We have implemented cost saving measures and supplies planning. We have consolidated our Internet and phone provider to one provider. We have requested to pay Direct Debit where we can to help reduce admin time, and have monthly payments where possible, rather than yearly invoices to help spread the costs.

In April 2024 the National Living Wage was raised again. All staff members have received a pay increase. The council funding contributions remain significantly lower than the monthly fees we actually charged, and the Pre-

School must cover the shortfall. To compensate for the additional salaries costs and rising operational costs the committee has made the decision to increase the Pre-School fees to try and help with the shortfall.

Sadly, we were unable to change our bank account to CO-OP this year, and this remains a target for 2024/2025.

As present, this financial year is showing we ended the year with a potential minimal loss which has reduced compared to the previous year. However the accountants have some entries still to post, so this number may change.

There remains more to achieve, and we need to remain vigilant, be cost conscious and not slip back into old habits.

8. Date of Next Meetings - Schedule dates for 2024 & 2025

- **Tuesday 12th November 2024**
- Tuesday 7th January 2025
- Tuesday 25th February 2025
- Tuesday 22nd April 2025
- Tuesday 3rd June 2025
- Tuesday 22nd July 2025
- Tuesday 9th September 2025
- Tuesday 7th October 2025 (AGM)

ST MARKS PRE SCHOOL

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 August 2024

ST MARKS PRE SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 August 2024

Trustees	Richard Soddy
Charity Number	1047426
Registered Office	Somerset Rd Salisbury SP1 3BL
Independent Examiner	David Netton Key Accounting Services, Hilltop Business Park Devizes Road Salisbury SP1 4FU

ST MARKS PRE SCHOOL

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ST MARKS PRE SCHOOL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 August 2024

The trustees present their annual report and financial statements for the year ended 31 August 2024 .

This report was approved by the trustee and signed on its behalf by:

Richard Soddy

Richard Soddy
Trustee

Date : 14 May 2025

ST MARKS PRE SCHOOL

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 August 2024

I have examined the receipts, payments and statements provided with the books and vouchers relating thereto, and have obtained all the information and explanations required. In my opinion the receipts and payments and statements present a true and fair view of the St Marks Pre-school Fund's activities for the year ended 31 August 2024.

Name: David Netton Key Accounting Services

Date: 14 May 2025

ST MARKS PRE SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 August 2024

Recommended categories by activity	Notes	Unrestricted funds £	Total Funds 2024 £	Total Funds 2023 £
Income and endowments from:				
Donations and legacies	2	2,511.93	2,511.93	-
Charitable activities	3	288,852.88	288,852.88	-
Other trading activities	4	49.06	49.06	-
Total		<u>291,413.87</u>	<u>291,413.87</u>	<u>-</u>
Expenditure on:				
Raising funds	5	331.35	331.35	-
Charitable activities	6	278,523.47	278,523.47	-
Other	8	4,822.50	4,822.50	-
Total		<u>283,677.32</u>	<u>283,677.32</u>	<u>-</u>
Net income/(expenditure)		7,736.55	7,736.55	-
Net movement in funds		7,736.55	7,736.55	-
Reconciliation of funds:				
Total funds brought forward		35,172.73	35,172.73	-
Total funds carried forward		<u>42,909.28</u>	<u>42,909.28</u>	<u>-</u>

ST MARKS PRE SCHOOL

BALANCE SHEET

FOR THE YEAR ENDED 31 August 2024

Recommended categories by activity	Notes	Unrestricted funds £	Total Funds 2024 £	Total Funds 2023 £
Fixed assets				
Tangible assets	9	19,290.00	19,290.00	-
Total fixed assets		<u>19,290.00</u>	<u>19,290.00</u>	<u>-</u>
Current assets				
Debtors	10	785.07	785.07	-
Cash at bank and in hand	11	27,086.96	27,086.96	-
Total current assets		<u>27,872.03</u>	<u>27,872.03</u>	<u>-</u>
Creditors: amounts falling due within one year	12	4,252.75	4,252.75	-
Net current assets/(liabilities)		<u>23,619.28</u>	<u>23,619.28</u>	<u>-</u>
Total net assets or liabilities		<u>42,909.28</u>	<u>42,909.28</u>	<u>-</u>
Funds of the Charity				
Unrestricted funds	13	42,909.28	42,909.28	35,172.73
Restricted income funds	13	-	-	-
Endowment funds	13	-	-	-
Total funds		<u>42,909.28</u>	<u>42,909.28</u>	<u>35,172.73</u>

The financial statements were approved by the trustees on 14 May 2025 and signed on its behalf by:

Richard Soddy
Treasurer
Date : 14 May 2025

ST MARKS PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 August 2024

1. Accounting Policies

The principal accounting policies adopted by the Charity, which is a public benefit entity, in the preparation of the accounts are as follows.

1.1 Basis of preparation

These accounts have been prepared under the historical cost convention, as modified by the inclusion of charitable properties and fixed asset investments and investment properties at valuation.

These accounts have been prepared in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

These accounts are presented in pounds sterling and rounded to the nearest pound.

1.2 Going concern

The Trustees have prepared financial projections, taking into consideration the current economic conditions and have, at the time of approving these accounts, a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Change of accounting policy

I have examined the receipts, payments and statements provided with the books and vouchers relating thereto, and have obtained all the information and explanations required. In my opinion the receipts and payments and statements present a true and fair view of the St Marks Pre-school Fund's activities for the year ended 31 August 2024.

2. Income from Donations and Legacies

Analysis	Unrestricted funds	Total funds 2024	Total funds 2023
	£	£	£
Donations	359.80	359.80	-
Fund Raising Income	2,164.13	2,164.13	-
Voluntary Contribution Children	(12.00)	(12.00)	-
	<u>2,511.93</u>	<u>2,511.93</u>	<u>-</u>

3. Income from Charitable Activities

Analysis	Unrestricted funds	Total funds 2024	Total funds 2023
	£	£	£
Event Income	129.00	129.00	-
Fee Income Parents	47,779.87	47,779.87	-
Fee Income WCC	237,016.82	237,016.82	-
Parent Deposit	692.80	692.80	-
Photograph Commission	143.00	143.00	-
Sweat Shirt and T-Shirt Sales	148.00	148.00	-
Unallocated Sales	2,943.39	2,943.39	-
	<u>288,852.88</u>	<u>288,852.88</u>	<u>-</u>

4. Income from Other Trading Activities

Analysis	Unrestricted funds	Total funds 2024	Total funds 2023
	£	£	£
Bank Interest Received	49.06	49.06	-
	<hr/>	<hr/>	<hr/>
	49.06	49.06	-
	<hr/>	<hr/>	<hr/>

5. Expenditure on Raising Funds

Analysis	Total funds 2024	Total funds 2023
	£	£
Fundraising Items for Resale	323.36	-
Fund Raising Costs	7.99	-
	<hr/>	<hr/>
	331.35	-
	<hr/>	<hr/>

6. Expenditure on Charitable Activities

Analysis	Total funds 2024	Total funds 2023
	£	£
Leavers Books	45.00	-
Bags for Resale	486.00	-
Books, Toys and Equipment	3,311.73	-
Snack Food	2,282.90	-
Support Costs	272,397.84	-
	<hr/>	<hr/>
	278,523.47	-
	<hr/>	<hr/>

7. Support Costs

Analysis	Total funds 2024	Total funds 2023
	£	£
Governance Costs		
Gross Wages	232,211.84	-
Employer Pension Contributions	2,982.25	-
Employers NI	4,950.58	-
Rent	4,932.09	-
Consultancy Fees	288.00	-
Waste Collection	103.73	-
Business Rates	1,417.56	-
Electricity, Gas & Water	3,363.42	-
Printing	731.82	-
General Admin Costs	5,249.89	-
Telephone including Internet	1,204.09	-
Licences	130.82	-
Computer Expenses	247.29	-
Consumables	1,695.65	-
Website Costs	252.00	-
Uniform Costs	20.10	-
Office Supplies	657.59	-
Legal Fees	35.00	-
Accountancy & Payroll	6,534.38	-
Outside Play Equipment	209.58	-
Premises Expenses	567.63	-
Bank Charges	120.00	-
Subscriptions & Publications	175.78	-
Inspection Fees	220.00	-
Training Costs	594.00	-
PSLA Insurance & Membership Fees	2,169.75	-
Gifts	73.50	-
Photographic Charge	1,137.50	-
HIGGI Expenditure	122.00	-
	<u>272,397.84</u>	<u>-</u>

8. Other Expenditure

Analysis	Unrestricted funds	Total funds 2024	Total funds 2023
	£	£	£
Depreciation	4,822.50	4,822.50	-
	<u>4,822.50</u>	<u>4,822.50</u>	<u>-</u>

9. Tangible Fixed Assets

	Play Equipment	Office Equipment	Furniture and Fixtures
	£	£	£
9.1 Cost or valuation			
At 01 September 2023	21,145.20	1,294.11	1,296.66
Additions	-	52.54	323.99
Disposals	-	-	-
Revaluations	-	-	-
Transfers	-	-	-
At 31 August 2024	<u>21,145.20</u>	<u>1,346.65</u>	<u>1,620.65</u>

9.2 Depreciation and impairments

At 01 September 2023	-	-	-
Charge for the year	4,229.04	269.33	324.13
Disposals	-	-	-
Revaluations	-	-	-
Transfers	-	-	-
At 31 August 2024	<u>4,229.04</u>	<u>269.33</u>	<u>324.13</u>

9.3 Net book value

At 01 September 2023	<u>21,145.20</u>	<u>1,294.11</u>	<u>1,296.66</u>
At 31 August 2024	<u>16,916.16</u>	<u>1,077.32</u>	<u>1,296.52</u>

10. Debtors: Amounts falling due within one year

	Total funds 2024	Total funds 2023
	£	£
Debtors Control Account	785.07	-
	<u>785.07</u>	<u>-</u>

11. Cash at bank and in hand

	Total funds 2024	Total funds 2023
	£	£
CAF Bank Daily Account	23,138.62	-
CAF Bank Fundraising	3,948.34	-
	<u>27,086.96</u>	<u>-</u>

12. Creditors: Amounts falling due within one year

	Total funds 2024	Total funds 2023
	£	£
Creditors Control Account	3,198.98	-
PAYE	364.72	-
Pension Payable	531.79	-
Net Wages	157.26	-
	<u>4,252.75</u>	<u>-</u>

13. Charity funds

13.1 Details of material funds held and movements during the CURRENT reporting period

Fund names	Fund balances brought forward	Income	Expenditure	Transfers	Gains and losses	Fund balances carried forward
	£	£	£	£	£	£
Unrestricted funds						
	-	291,368.87	283,632.32	-	-	7,736.55
Surplus/Deficit of Funds	35,172.73	-	-	-	-	35,172.73
	-	291,368.87	283,632.32	-	-	7,736.55
Surplus/Deficit of Funds	<u>35,172.73</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>35,172.73</u>
Total	<u>70,345.46</u>	<u>582,737.74</u>	<u>567,264.64</u>	<u>-</u>	<u>-</u>	<u>85,818.56</u>

13.2 Transfers between funds

This Year

	Amount
	£
Between unrestricted and restricted funds	-
Between endowment and restricted funds	-
Between endowment and unrestricted funds	-

ST MARKS PRE SCHOOL

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 August 2024

ST MARKS PRE SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 August 2024

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This report was approved by the trustee and signed on its behalf by:

Richard Soddy

Richard Soddy
Trustee

Date : 14 May 2025

ST MARKS PRE SCHOOL

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 August 2024

I have examined the receipts, payments and statements provided with the books and vouchers relating thereto, and have obtained all the information and explanations required. In my opinion the receipts and payments and statements present a true and fair view of the St Marks Pre-school Fund's activities for the year ended 31 August 2024.

Name: David Netton Key Accounting Services

Date: 14 May 2025

ST MARKS PRE SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 August 2024

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ST MARKS PRE SCHOOL

BALANCE SHEET

FOR THE YEAR ENDED 31 August 2024

Recommended categories by activity	Notes	Unrestricted funds £	Total Funds 2024 £	Total Funds 2023 £
Fixed assets				
Tangible assets	9	19,290.00	19,290.00	-
Total fixed assets		<u>19,290.00</u>	<u>19,290.00</u>	<u>-</u>
Current assets				
Debtors	10	785.07	785.07	-
Cash at bank and in hand	11	27,086.96	27,086.96	-
Total current assets		<u>27,872.03</u>	<u>27,872.03</u>	<u>-</u>
Creditors: amounts falling due within one year	12	4,252.75	4,252.75	-
Net current assets/(liabilities)		<u>23,619.28</u>	<u>23,619.28</u>	<u>-</u>
Total net assets or liabilities		<u>42,909.28</u>	<u>42,909.28</u>	<u>-</u>
Funds of the Charity				
Unrestricted funds	13	42,909.28	42,909.28	35,172.73
Restricted income funds	13	-	-	-
Endowment funds	13	-	-	-
Total funds		<u>42,909.28</u>	<u>42,909.28</u>	<u>35,172.73</u>

The financial statements were approved by the trustees on 14 May 2025 and signed on its behalf by:

Richard Soddy
Treasurer
Date : 14 May 2025

ST MARKS PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 August 2024

1. Accounting Policies

The principal accounting policies adopted by the Charity, which is a public benefit entity, in the preparation of the accounts are as follows.

1.1 Basis of preparation

These accounts have been prepared under the historical cost convention, as modified by the inclusion of charitable properties and fixed asset investments and investment properties at valuation.

These accounts have been prepared in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

These accounts are presented in pounds sterling and rounded to the nearest pound.

1.2 Going concern

The Trustees have prepared financial projections, taking into consideration the current economic conditions and have, at the time of approving these accounts, a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Change of accounting policy

I have examined the receipts, payments and statements provided with the books and vouchers relating thereto, and have obtained all the information and explanations required. In my opinion the receipts and payments and statements present a true and fair view of the St Marks Pre-school Fund's activities for the year ended 31 August 2024.

2. Income from Donations and Legacies

Analysis	Unrestricted funds	Total funds 2024	Total funds 2023
	£	£	£
Donations	359.80	359.80	-
Fund Raising Income	2,164.13	2,164.13	-
Voluntary Contribution Children	(12.00)	(12.00)	-
	<u>2,511.93</u>	<u>2,511.93</u>	<u>-</u>

3. Income from Charitable Activities

Analysis	Unrestricted funds	Total funds 2024	Total funds 2023
	£	£	£
Event Income	129.00	129.00	-
Fee Income Parents	47,779.87	47,779.87	-
Fee Income WCC	237,016.82	237,016.82	-
Parent Deposit	692.80	692.80	-
Photograph Commission	143.00	143.00	-
Sweat Shirt and T-Shirt Sales	148.00	148.00	-
Unallocated Sales	2,943.39	2,943.39	-
	<u>288,852.88</u>	<u>288,852.88</u>	<u>-</u>

4. Income from Other Trading Activities

Analysis	Unrestricted funds	Total funds 2024	Total funds 2023
	£	£	£
Bank Interest Received	49.06	49.06	-
	<hr/>	<hr/>	<hr/>
	49.06	49.06	-
	<hr/>	<hr/>	<hr/>

5. Expenditure on Raising Funds

Analysis	Total funds 2024	Total funds 2023
	£	£
Fundraising Items for Resale	323.36	-
Fund Raising Costs	7.99	-
	<hr/>	<hr/>
	331.35	-
	<hr/>	<hr/>

6. Expenditure on Charitable Activities

Analysis	Total funds 2024	Total funds 2023
	£	£
Leavers Books	45.00	-
Bags for Resale	486.00	-
Books, Toys and Equipment	3,311.73	-
Snack Food	2,282.90	-
Support Costs	272,397.84	-
	<hr/>	<hr/>
	278,523.47	-
	<hr/>	<hr/>

7. Support Costs

Analysis	Total funds 2024	Total funds 2023
	£	£
Governance Costs		
Gross Wages	232,211.84	-
Employer Pension Contributions	2,982.25	-
Employers NI	4,950.58	-
Rent	4,932.09	-
Consultancy Fees	288.00	-
Waste Collection	103.73	-
Business Rates	1,417.56	-
Electricity, Gas & Water	3,363.42	-
Printing	731.82	-
General Admin Costs	5,249.89	-
Telephone including Internet	1,204.09	-
Licences	130.82	-
Computer Expenses	247.29	-
Consumables	1,695.65	-
Website Costs	252.00	-
Uniform Costs	20.10	-
Office Supplies	657.59	-
Legal Fees	35.00	-
Accountancy & Payroll	6,534.38	-
Outside Play Equipment	209.58	-
Premises Expenses	567.63	-
Bank Charges	120.00	-
Subscriptions & Publications	175.78	-
Inspection Fees	220.00	-
Training Costs	594.00	-
PSLA Insurance & Membership Fees	2,169.75	-
Gifts	73.50	-
Photographic Charge	1,137.50	-
HIGGI Expenditure	122.00	-
	<u>272,397.84</u>	<u>-</u>

8. Other Expenditure

Analysis	Unrestricted funds	Total funds 2024	Total funds 2023
	£	£	£
Depreciation	4,822.50	4,822.50	-
	<u>4,822.50</u>	<u>4,822.50</u>	<u>-</u>

9. Tangible Fixed Assets

	Play Equipment	Office Equipment	Furniture and Fixtures
	£	£	£
9.1 Cost or valuation			
At 01 September 2023	21,145.20	1,294.11	1,296.66
Additions	-	52.54	323.99
Disposals	-	-	-
Revaluations	-	-	-
Transfers	-	-	-
At 31 August 2024	<u>21,145.20</u>	<u>1,346.65</u>	<u>1,620.65</u>

9.2 Depreciation and impairments

At 01 September 2023	-	-	-
Charge for the year	4,229.04	269.33	324.13
Disposals	-	-	-
Revaluations	-	-	-
Transfers	-	-	-
At 31 August 2024	<u>4,229.04</u>	<u>269.33</u>	<u>324.13</u>

9.3 Net book value

At 01 September 2023	<u>21,145.20</u>	<u>1,294.11</u>	<u>1,296.66</u>
At 31 August 2024	<u>16,916.16</u>	<u>1,077.32</u>	<u>1,296.52</u>

10. Debtors: Amounts falling due within one year

	Total funds 2024	Total funds 2023
	£	£
Debtors Control Account	785.07	-
	<u>785.07</u>	<u>-</u>

11. Cash at bank and in hand

	Total funds 2024	Total funds 2023
	£	£
CAF Bank Daily Account	23,138.62	-
CAF Bank Fundraising	3,948.34	-
	<u>27,086.96</u>	<u>-</u>

12. Creditors: Amounts falling due within one year

	Total funds 2024	Total funds 2023
	£	£
Creditors Control Account	3,198.98	-
PAYE	364.72	-
Pension Payable	531.79	-
Net Wages	157.26	-
	<u>4,252.75</u>	<u>-</u>

13. Charity funds

13.1 Details of material funds held and movements during the CURRENT reporting period

Fund names	Fund balances brought forward	Income	Expenditure	Transfers	Gains and losses	Fund balances carried forward
	£	£	£	£	£	£
Unrestricted funds						
	-	291,368.87	283,632.32	-	-	7,736.55
Surplus/Deficit of Funds	35,172.73	-	-	-	-	35,172.73
	-	291,368.87	283,632.32	-	-	7,736.55
Surplus/Deficit of Funds	<u>35,172.73</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>35,172.73</u>
Total	<u>70,345.46</u>	<u>582,737.74</u>	<u>567,264.64</u>	<u>-</u>	<u>-</u>	<u>85,818.56</u>

13.2 Transfers between funds

This Year

	Amount
	£
Between unrestricted and restricted funds	-
Between endowment and restricted funds	-
Between endowment and unrestricted funds	-

ST.MARK'S PRE-SCHOOL

England & Wales - Charity number 1047426

Accounts

St Marks Pre-school AGM Meeting - Minutes

Thursday 12th October 2023, 7.30pm

At: Green Dragons Room, St Marks Pre-School, Somerset Road, Salisbury, SP1 3BL

Present:

Beth George (Committee Chair), David Brecker (Outgoing Committee Treasurer), Odelia McDonald (New Committee Treasurer), Emily Fordham (Outgoing Committee Secretary), Jo Klein (New Committee Secretary), Rachel Schendel (Pre-School Manager), Sarah Hoxey (General Committee)

Sharon, Chloe, Fiona, Faye, Sally, Emma, Gemma, Kate, Sophie (online), Debbie (online)

Parents:

Jamie McMillan, Dan Kieran, Tracy Rushing

Apologies:

Maree Lumber (Committee Staff Rep), Emily Woolford (Committee Health & Safety Rep), Sarah Dunn (Staff Rep - Practitioner)

1. Chairperson Introductions

Beth & Rachel welcomed everyone to the AGM and introduced the committee.

2. Agree minutes of last meeting

Rachel invited any comment on minutes of the previous meeting and none were announced. Minutes were subsequently agreed.

3. Chair's report

Beth delivered the Chair's report:

My first year as Chair has been another successful year for St Mark's and it's an absolute pleasure to report on its accomplishments.

All practitioners now have walkie talkies to communicate while some of the team are outside and the feedback has been really positive. The safety of the children remains at the forefront of St Mark's priorities and the walkie talkies have allowed messages to be passed efficiently.

The Summer Fete raised £398 which has gone towards an outside construction area for the children to play in. So many parents pulled together to provide a plethora of cakes and we are always grateful for the support given at our fundraising events. We are aiming to build on our amazing totals from last year and elevate these going forward!

The preschool has also had the opportunity to install an outside sink which, I'm sure you can appreciate, is very helpful with lots of playful children!

The increased cost of living has of course put a strain on the preschool and has led to some inevitable cutbacks. This has been handled as seamlessly and with as little impact on the children as possible.

Going forward, we are going to be pushing our fundraising efforts with some more grown up events. We really want as many people to get involved with fundraising as possible because it is vital in allowing the preschool to purchase enrichment for the children.

Future projects include the implementation of a Forest School which we are hoping to secure funding through a Tesco grant for, a new toilet which will hopefully be funded by the Area Board, and enhancing the outside classroom to make it more suitable for use in the winter.

Starting in November, St Mark's will be offering extended hours in the morning and the afternoon. This is an exciting opportunity for the preschool to help those parents who would benefit from a longer day and the extra income will provide welcome provisions. If anyone is needing extended childcare then I urge you to take advantage of the offer and have a chat with Debbie.

Most importantly, I have to thank the practitioners for their dedication, kindness and expertise when it comes to caring for our children. Increased ratios and stretched finances put a lot of pressure on the team but you would not be aware of these pressures when speaking with them! You make the biggest impact on our children and I know I speak for all parents when I extend sincere gratitude to you all.

Also thank you to Rachel and Debbie who work tirelessly to ensure the smooth running of the preschool. This year has not been without its challenges for the team and they have handled themselves with complete professionalism.

Finally, if anyone is considering joining the committee or fancies giving something back to the community, please do drop me an email. I think school committees can sometimes get bad press but being able to get involved with my son's preschool experience has been incredibly rewarding. If you see me at the gates then please stop me and I will happily and honestly answer your questions.

4. Treasurer's report

David delivered the Treasurer's report:

For those who don't know me, I'm David. I have been in the treasurer role for two years and I have really enjoyed working together with everybody at the pre-school. Just wanted to say thanks to the committee and staff for supporting me in this role in the last two years.

Even though the last year was pretty steady without too many events, financially it hasn't always been easy. Our government funding remains lower than we would like, while salary costs have increased, as well as the overhead costs of the pre-school, including energy costs. We hear it all around us: everything is getting more expensive!

You can see in the profit and loss statement that our outgoings were higher than our income. It shows even more the importance of contributions from the parents to help the pre-school to provide daily fresh fruit for snack time. Also the enrichment contribution helped provide the pre-school with activities that the children enjoyed. This year we organised a trip to the farm, saw caterpillars turn into butterflies and we had ducklings hatching in the rooms, amongst other exciting activities.

We've had several grounds days this year, which showed how much work can be done with lots of helping staff, parents, children and grandparents. In financial terms, this helps to keep maintenance costs of our pre-school down.

Fundraising

Fundraising has been successful and we had some great events, such as the Easter Activity Packs and Summer Fete, which raised more than £500. The committee, staff and parents have done a great job coming up with creative ideas.

Next year we should keep improving on increasing awareness of fundraising channels, such as Amazon Smile and Easyfundraising, so more people can help us raise money while doing their online shopping. Finding new ways to raise funds should continue to be a priority next year, so we can raise more money for activities and resources for our pre-school.

At the same time, we need to look into ways of saving costs by shopping smarter, find better deals and ask for donations where possible.

Thanks everyone! Please let me know if you have any questions.

5. Staff Rep report

Sharon delivered the Staff report in Maree's absence:

A very successful year for the team, many staffing objectives have been achieved. Sharon has now been promoted to Deputy Manager, Lauren in Green Dragons and Sophie from Blue Dragons have qualified as Level 3 early years. We have also been able to welcome Laurie back to the team full time.

We have also seen moves for Sandra from Bank staff to permanent position within Green Dragons. Unfortunately, at the end of last term we sadly had to say goodbye to Marta who has moved onto another opportunity away from the Pre-school.

Congratulations to Emma who has shared the exciting news that she will be welcoming a new member to her family.

After changing the structure of the Green Dragons classroom this has allowed us to welcome more children to the pre-school. So congratulations and a big thank you to all the staff that have made this possible.

A great year for everyone and thank you to the staff that have welcomed me into the position as Staff Rep and I look forward to continuing this role and helping to develop the relationship between the staff and committee.

6. Pre-School Manager's report

Rachel delivered the Pre-School Manager's report which focused on the topic of "The Role of Parents":

Your child

As parents you are the first and enduring educators of your children. Your role is pivotal. As parents of early years children, you do not need to be 'clever enough', you can help support your child's learning and development by:

- Ensuring good attendance, giving your child the widest possible range of opportunities in preparation for school.
- Regular story reading and singing rhymes.
- Chatting to your child about their pre-school day

- Supporting your child to develop their self-care skills e.g. putting their shoes on, zipping up their coat and wiping their own bottom!
- Providing real-life experiences that link in with the early years' curriculum.
- Understanding the EYFS – link on website, noticing the focus of the learning programme for the term.
- Getting involved in the assessment process with your child's key person. As much learning goes on at home too.

Engaging with your child's learning supports:

- Increased motivation
- Higher levels of confidence and self-esteem
- Better social skills
- Improved behaviour

Your pre-school

As a committee led community pre-school your involvement makes a big difference. Input from you as parents helps shape our provision.

Following the parent questionnaire in term 6, we are using feedback around the learning programme to further develop your experience and understanding of what we do at pre-school.

As busy parents you may feel that you lack the time for a regular commitment or the confidence to share your knowledge and skills but your pre-school does need you!

You can help by volunteering to:

- Fundraise. For additional resources that enhance your child's experience and future proof the pre-school with fundraising for a new building.
- Maintain the pre-school garden. No gardening knowledge required!
- Help with DIY. There is always something that needs mending, putting together, or clearing.
- Read a story or tell the children about a cultural event.
- Collect resources
- Be a super-hero dad and come into play!

Pre-school support for you as parents

We aim to offer appropriate support for all the families that attend the pre-school. We do this by:

- Organising events that you can attend as a family e.g nativity play, Easter and Summer Fayres. Your children love to see you at pre-school!
- Busy Bags and Story Bags. Post COVID we are working on re-introducing these as regular and bespoke learning resources.
- Information on our website about how best to support your child's learning and development.
- Informal chats and formal discussions about your child's progress and how we can work together to support this.
- Support and signposting e.g. additional needs, behaviour, toileting.

We need you as parents to work with us, sharing information, expertise and time in order to give your children a richest experience. Please don't feel shy in coming forward!

7. Adoption of acceptance of accounts

None - to be discussed at next meeting

8. Adoption of policies and procedures

None - to be discussed at next meeting

9. New committee members (all posts to be proposed and seconded)

Committee Chair (Trustee) - Beth George (remaining in role)

Vice Chair (Trustee) – Open Role

Treasurer (Trustee) – Odelia Bar-on McDonald (David proposed, Sarah seconded)

Deputy Treasurer – Open role

Secretary (Trustee) – Jo Klein (Emily proposed, Sarah seconded)

Staff Liaison – Maree Lumber (remaining in role)

Staff Rep (practitioner) – Sarah Dunn (remaining in role)

Health & Safety Rep – Emily Woolford (remaining in role)

Social Media Manager – Maree Lumber (remaining in role)

General Committee – Jamie McMillan, (Rachel proposed, Beth seconded), Dan Kieran (Jo proposed, David seconded)

Standing down – David Brecker (Committee Treasurer), Emily Fordham (Committee Secretary), Sarah Hoxey (General Committee)

All new members need to be DBS checked and registered with Ofsted. Rachel will send out information.

New members asked if they are happy for their numbers to be shared so they can be added to the Pre-school Committee Whatsapp group

10. AOB

- Next committee meeting is Tuesday 7th November 2023

Committee Roles

Committee Chair (Trustee)

Vice Chair (Trustee)

Treasurer (Trustee)

Deputy Treasurer (Trustee)

Secretary (Trustee)

Staff Liaison

Staff Rep (practitioner)

Health & Safety Rep

Social Media Manager

General Committee

St Marks Pre-School

Profit and Loss Report

01 September, 2022 - 31 August, 2023

Sales		
4000 - Fee Income WCC	159,769.72	
4002 - Fee Income Parents	61,785.44	
4004 - Parent Deposit	693.00	
4005 - Fund Raising Income	4,580.31	
4008 - Snack Contribution	5.60	
4012 - Bank Interest Received	46.97	
4017 - Voluntary Contribution Children	402.40	
	Total Sales	£227,283.44
Direct Expenses		
5011 - Fund raising items for resale	210.00	
5100 - Sweat shirts for resale	115.98	
	Total Direct Expenses	£325.98
	GROSS PROFIT / LOSS	£226,957.46
Overheads		
7000 - Gross Wages	212,102.93	
7001 - Employer pension contributions	2,035.89	
7006 - Employers N.I.	3,469.57	
7201 - Electricity, Gas & Water	1,000.00	
7500 - Printing	324.41	
7501 - General Admin Costs	5,702.55	
7502 - Telephone including internet	1,222.43	
7504 - Computer Expenses	216.84	
7505 - Books, Toys & Equipment	4,173.94	

7508 - Snack food	2,112.66	
7509 - Web site costs	231.00	
7510 - Uniform Costs	242.44	
7550 - Children's activities	1,574.99	
7600 - Legal Fees	1,127.10	
7601 - Accountancy & Payroll	1,706.52	
7803 - Premises Expenses	2,328.75	
7901 - Bank Charges	170.00	
8201 - Subscriptions & Publications	1,204.86	
8202 - Inspection Fees	255.00	
8203 - Training Costs	364.00	
8204 - PSLA Insurance & Membership Fees	2,055.54	
8214 - HIGGI Expenditure	3.75	
	Total Overheads	£243,625.17
	NET PROFIT / LOSS	-£16,667.71

Receipts	Fees NEG (WCC)	£159,729.52	
	Fees Parents	£60,956.11	
	Fund Raising	£4,580.31	
	Parent Deposit	£693.00	
	Snack Contribution	£5.60	
	Voluntary Contribution Children	£149.00	
	Photograph Commission		
	Bank / Deposit Interest	£46.97	
	Party Income		
			<u>£226,160.51</u>
Payments	Accounting, Bookkeeping and Payroll	£1,706.52	
		£5,702.55	
	Bank Charges	£170.00	
	Books, Toys & Equipment	£4,173.94	
	Children's activities	£1,574.99	
	Computer costs	£216.84	
	Electricity, Gas & Water	£1,000.00	
	Employer pension contributions	£2,035.89	
	Employers N.I.	£3,469.57	
	Fundraising Items for Resale	£210.00	
	Gross Wages	£212,102.93	
	HIGGI Expenditure	£3.75	
	Inspection Fees	£255.00	
	Legal fees	£1,127.10	
	Premises Expenses	£2,328.75	
	Printing	£324.41	
	PSLA Fees	£2,055.54	
	Snack Food	£2,112.66	
	Subscriptions/Memberships	£1,204.86	
	Sweatshirts to sell	£115.98	
	Telephone including Internet	£1,222.43	
	Training	£364.00	
	Uniform	£242.44	
	Web Site Costs	£231.00	
			<u>£243,951.15</u>
	Income Over Expenditure for this financial year		<u>-£17,790.64</u>
Assets			
Fixed Assets	Play Equipment	£21,145.20	
	Office Equipment	£1,294.11	
	Furniture and Fixtures	£1,296.66	£23,735.97
Bank & Cash	CAF Daily Account	£7,667.29	
	CAF Fundraising Account	£4,163.51	
	CAF Redundancy Account	£0.00	£11,830.80
Other Assets	Debtors Control Account	£3,023.87	<u>£3,023.87</u>
			£38,590.64
Liabilities	Creditors Control Account	£476.91	
	PAYE Payable	£1,348.76	
	Pensions Payable	£374.33	
	Net Wages	£17.19	<u>£2,217.19</u>
	Funds Brought Forward		£54,492.98
	Less Income Over Expenditure for this financial year		-£17,790.64
	Manual Adjustments		-£287.29
			<u><u>£36,415.05</u></u>

I have examined the receipts, payments and statements provided with the books and vouchers relating thereto, and have obtained all the information and explanations required. In my opinion the receipts and payments and statements presents a true and fair view of the St Marks Pre-school Fund's activities for the year ended 31 August 2016.

ST.MARK'S PRE-SCHOOL

England & Wales - Charity number 1047426

Accounts

St Marks Pre-School

Profit and Loss Report

01 September, 2021 - 31 August, 2022

Sales

4000 - Fee Income WCC	153,419.59	
4002 - Fee Income Parents	41,762.22	
4004 - Parent Deposit	460.00	
4005 - Fund Raising Income	534.59	
4008 - Snack Contribution	-120.64	
4012 - Bank Interest Received	3.76	
4017 - Voluntary Contribution Children	-114.70	
	Total Sales	£195,944.82

Direct Expenses

Total Direct Expenses £0.00

GROSS PROFIT / LOSS £195,944.82

Overheads

7000 - Gross Wages	194,044.35
7001 - Employer pension contributions	1,807.93
7006 - Employers N.I.	1,210.11
7010 - SSP Reclaimed	-255.34
7100 - Rent	-280.00
7101 - Waste Collection	381.09
7201 - Electricity, Gas & Water	830.53
7500 - Printing	329.41
7501 - General Admin Costs	1,809.84
7502 - Telephone including internet	1,212.93

7504 - Computer Expenses	1,117.13	
7505 - Books, Toys & Equipment	5,334.21	
7507 - Consumables	2,023.23	
7508 - Snack food	3,071.09	
7509 - Web site costs	252.00	
7510 - Uniform Costs	1,059.35	
7550 - Children's activities	1,279.79	
7600 - Legal Fees	145.30	
7601 - Accountancy & Payroll	6,240.24	
7803 - Premises Expenses	4,051.83	
7890 - Discounts Taken	60.00	
7901 - Bank Charges	253.00	
8100 - Bad Debt Write Off	1,195.91	
8201 - Subscriptions & Publications	1,578.45	
8203 - Training Costs	4,005.26	
8208 - Fund Raising Costs	380.40	
8212 - Photographic Charge	24.00	
8215 - Staff Welfare (Gifts/Meals)	71.47	
	Total Overheads	£233,233.51
	NET PROFIT / LOSS	-£37,288.69

ST.MARK'S PRE-SCHOOL

England & Wales - Charity number 1047426

Accounts

St Marks Pre-School Committee AGM minutes
Thursday 7th October 2021
7.30pm at Pre-School

1. Welcome, introduction from the Committee Chair and apologies:

Sam welcomed everyone to the meeting and introduced the Committee Members to everyone.

2. Agree minutes from previous meeting

The minutes from last years meeting, were signed off. (Proposed by Sam, seconded by Georgina).

3. Chair's Report:

Sam delivered the Chair's report:

Pre-School AGM Chairs Report

Hello and welcome to our pre-school AGM. Thank you for attending it is so lovely to see you all here.

I would like to start with thanking everyone here at pre-school for all of their hard work over the last academic year in providing a happy, friendly, safe, loving environment where the children are encouraged to become confident learners ready for their next steps of their education. The two room leaders, Sharon and Merri, do a fantastic job of planning fun and engaging activities for the children to cover all aspects of the Early Years Foundation Stage which the highly experienced practitioners in each room help to carry out with the children.

This last year has also been quite a different year with further lockdowns taking place due to Covid-19 for Shelley and myself. Due to Covid we were unable to hold a Christmas Bazaar, however there was a planned week of Christmas activities that was a great success.

Our fundraising events are only as successful as you the parents enable them to be by your continued support. Following suit from the Christmas Activity week we held an Easter Activity week which all children enjoyed. During the summer term we were able to sell ice-creams on a Tuesday which was fantastically supported and we raised around £140.

On this note I would like to thank Rachel and all the pre-school practitioners for enabling the pre-school to continue to remain open during the January lock down to support key workers' children and enabling parents to go at work. Since September Rachel and the team have all been working hard to ensure that the pre-school is Covid compliant and that all children and staff are as safe as possible with the Government guidance after moving to step 4 of the roadmap out of lockdown. Alongside this when planning activities for the children it has also been of equal importance that all children have had a positive experience returning. I think I can say that this has been managed greatly by the staff. We would also like to thank you the parents for being so accepting of the changes that have been put in place to ensure we are Covid compliant and thus ensuring the safety of all children, staff and yourselves.

We are also very excited about the changes that are going to be taking place in the pre-school playground over half term. This has been a long road with various ideas being bounced backwards and forwards and talks with various companies about ideas, then receiving quotes to actually finalising the plans and placing the order. This will help to develop the children' gross motor skills, physical development and imaginative play including developing their social skills.

I don't know if everyone is aware but I am stepping down as Chair of the Committee as I feel that as both my children have now finished here that it is time to pass this role on to another parent, grandparent or friend. Being Chair of the Committee has been a fantastic experience and developed my own skills in numerous areas alongside working with Rachel and her fantastic team. Thank you for all of your support Rachel and everyone at pre-school. Also I need to thank Shelley for all of your support and help with planning events and the rest of the pre-school committee. You are all brilliant!

In the next academic year I wish everyone the best of luck in organising and holding various fundraising events with your support to raise funds for the preschool. Which can then be used to buy a variety of resources or have external organisations, like the Petting Zoo, in to visit the children to enhance their learning experiences.

Once again thank you for your continued support and I will now pass you over to Ben for his Treasures report.

4. Treasurer's Report:

Ben delivered the Treasurer's report.

This has been my first year in the treasurer role and I have really enjoyed working closely with the committee and staff at the pre-school. I want to thank everyone involved for their assistance and patience as I have been getting up to speed in this position.

The financial climate the pre-school is operating within remains challenging and slightly murky due to the recent disruptions caused by COVID-19 restrictions. Government funding through free-hour provisions continues to be at a lower hourly rate than ideal and rising at a rate lower than our outgoings.

However, the pre-school remains relatively secure in its financial status which should put us a good position as the economical landscape steadies. Parent contributions to the children's enrichment fund and the fresh fruit snacks has enabled the staff to continue to provide these where core funding mechanism may not be able to stretch.

The committee has also decided to spend some of the pre-school's reserves in upgrading the playground equipment. This has been supported by a £5k grant from the Wiltshire Council Salisbury Area Community Fund. The new climbing frame, and slide will replace the old log which was becoming unsafe and unusable and will support the new Early Years Foundation Stage curriculum.

Ben also introduced a new role to the committee - 'Deputy Treasurer'. He outlined the responsibilities that the deputy would take on.

5. Staff Rep Report:

Rachel delivered the Staff Rep report.

The Practitioner Team-

Changes in the team: We pride ourselves on good staff retention at St Marks Pre-school. A consistent practitioner team supports good relationships with children and parents and promotes the smooth running of the pre-school.

This year we have been pleased to welcome Megan, Lizzie and Sharon to the team, practitioners who come to us with a range of good qualifications and experience. We have also taken a step into the

apprenticeship scheme as a means of supporting the professional development of team members. We are very excited to have our apprentice Lauren taking us into this new scheme.

Bank Staff: We have a consistent team of Bank staff who support the practitioner team. All of our Bank staff have been with us for several years and come with lots of experience and familiarity with how the pre-school runs. We are always very grateful for the way they slot into whatever is happening in the pre-school, often at very short notice. I just wanted to take a moment to thank them!

Practitioner training: We implement a rolling programme of continuous professional development for the practitioner team. With training needs identified during regular supervision and annual appraisal.

In the last year, the team have individually or collectively updated their safeguarding training, Food Hygiene, Supporting the Sensory Child, the new eYfs,

In the year ahead it is hoped that training will include: Updating Paediatric First Aid, 'Not just counting'.

Working at pre-school in the current pandemic: The practitioner team have continued to be amazing in their response to the changing demands of the pandemic, enabling the pre-school to remain open throughout. Working to the pre-school operational plan, the team have continued to provide a sensitive and flexible approach, enabling children to continue to experience something near normal in a very disrupted world. With thanks to the committee for their ongoing support with the provision of PPE to keep our practitioners as safe as possible and biscuits/sweets and cake for morale.

I would also like to take this opportunity to thank you as parents for their patience and engagement with all our COVID protocols. As a practitioner team we have been grateful for your respectful response to all requests we have made to keep everyone safe.

I would like to take this opportunity to thank the practitioner team for their ongoing hard work and commitment to maintaining and developing the quality of the provision at St Marks Pre-school and the committee for their support, enthusiasm and time which make such a difference to life for everyone at St Marks Pre-school.

6. Manager's Report:

Rachel delivered the Manager's report.

The New EYFS

I wanted to use this moment to introduce the changes in the Early Years Foundation Stage (EYFS), whether you are a new parent to the EYFS or a parent who is more familiar with the previous EYFS. In 2019, the government proposed changes to the EYFS. These changes have now been made and St Marks has been following this curriculum from September 2021.

The aim of the changes is to improve the learning for all children and better prepare them for the move into year 1 as well as hopefully giving children the **best** start in life and set them up well for their future.

The Early Years Foundation Stage curriculum covers the first stage of a child's care from birth to five years old. It sets the standards to ensure that all children learn and develop, as well as keeping them healthy and safe. As an early years Ofsted registered setting, we must follow the EYFS.

The EYFS is comprised of **seven Areas of Learning**. They are:

The Prime Areas:

- **Communication and Language**
- **Personal, Social and Emotional Development**
- **Physical Development**

The Specific Areas:

- **Literacy**
- **Mathematics**
- **Understanding the World**
- **Expressive Arts and Design**
-

All these areas of learning are connected together and are weaved through with the characteristics of effective teaching and learning. These characteristics develop as children learn to do new things, acquire new skills, develop socially and emotionally and become better communicators.

The Characteristics of Effective learning are:

Playing and exploring: children investigating, experiencing and having a go

Active learning: children concentrating and keeping on trying if they encounter difficulties and enjoy achievements

Creating and thinking critically: children having and developing their own ideas, making links between ideas and developing strategies for doing things.

Some key changes

Reduced amount of unneeded written recordings and assessment of children Practitioners are still expected to develop a knowledge of the abilities and skills of each child and know how to support them to develop but they do not need to keep a large amount of written evidence that proves children are able to do lots of things. This frees up more time for practitioners to spend directly with the children. By taking away the need for constant recording, it allows more natural play, conversations and interactions between practitioners and children to develop.

Increased emphasis on the importance of developing communication and language skills.

Good language skills are the basis for all other learning and social interaction, so this is vital to focus on. Practitioners support children to build up their vocabulary by increasing the amount of words they know and can use and by encouraging more conversations between adults and children and children and their peers

Focus on how reading stories can support children to develop in all of areas of Learning.

Reading is an essential skill that enables children to develop in all areas of learning and is a skill that needs to be demonstrated. Daily reading of stories encourages an enjoyment of reading from a young age.

Listening to stories develops imagination, ideas and language and offers opportunities to explore other cultures, science or nature. Story ideas can be further explored by practitioners supporting this in children's play.

Focus on encouraging healthy choices overall and an understanding of oral health. The pre-school is now required to teach children the importance of brushing teeth and on helping children to understand which choices to make that will help them to be healthy, for example which foods to eat and why.

Getting into good routines from a young age are often routines that continue into adult life.

Changes to informal assessment

Children are no longer assessed against an age band. It's now accepted each child develops in different ways, so the use of the age bands to measure progress does not fit everyone fairly. Practitioners can now use their own knowledge of child development to decide each child's next steps and support needs, allowing more freedom for practitioners to plan to the learning and interests of individual children.

What this looks like at St Marks Pre-school

As parents you will see less observations on Tapestry, this is not because children are not being observed or assessed, this is still going on but practitioners will be engaging with children rather than taking photos and writing things down. The activity diaries for each room should provide you with an idea as parents of what learning opportunities there have been so that you can chat to your child about their day.

We will share progress during parent chats at before Christmas and Easter and with a full written assessment at the end of the summer term.

We are continuing to implement an 'in the moment' approach to the planning and provision of resources, responding to children's interests and needs.

The wellbeing and care of children is still the main priority of children at St Marks Pre-school and children will still be encouraged to learn and develop through play and exploration with practitioners supporting them through sensitive guidance and teaching.

7. Adoption of acceptance of accounts:

Proposed by Rachel, Seconded by Sam

8. Adoption of policies and procedures:

Proposed by Shelley, Seconded by Georgina

9. New Committee members:

General Committee members:

Stephanie (proposed by Sam, seconded by Rachel)

Julia Brown (proposed by Sam, Seconded by Rachel)

Fran Holmes (proposed by Sam, Seconded by Georgina)

Secretary: Emily (proposed by Sam, seconded by Georgina)

Treasurer: Ben Egan (as previous year) (proposed by Rachel, Seconded by Sam)

Vacant positions: Chair, Vice Chair, Staff Rep, Deputy Treasurer, Health and Safety Rep.

10. AOB: Sharon requested that the Treasurer have the Pre-School's figures in a table, accessible for staff to view. Sophie to assist.

11. Date of next meeting:

The next Pre-school Committee meeting will be held on Tuesday 9th November 2021 at 7.30pm at pre-school.

Treasurer Report

Ben Egan

07 October 2021

This has been my first year in the treasurer role and I have really enjoyed working closely with the committee and staff at the pre-school. I want to thank everyone involved for their assistance and patience as I have been getting up to speed in this position.

The financial climate the pre-school is operating within remains challenging and slightly murky due to the recent disruptions caused by COVID-19 restrictions. Government funding through free-hour provisions continues to be at a lower hourly rate than ideal and rising at a rate lower than our outgoings.

However, the pre-school remains relatively secure in its financial status which should put us a good position as the economical landscape steadies. Parent contributions to the children's enrichment fund and the fresh fruit snacks has enabled the staff to continue to provide these where core funding mechanism may not be able to stretch.

The committee has also decided to spend some of the pre-school's reserves in upgrading the playground equipment. This has been supported by a £5k grant from the Wiltshire Council Salisbury Area Community Fund. The new climbing frame, and slide will replace the old log which was becoming unsafe and unusable and will support the new Early Years Foundation Stage curriculum.

Date: 20/11/2023
Time: 13:52:11

St Marks Pre-School
Profit and Loss

Page: 1

From: Month 1, September 2020
To: Month 12, August 2021

Chart of Accounts: St Marks Pre-School [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>	
Income			
Fees WCC	133,216.00	133,216.00	
Fees Parents	44,416.51	44,416.51	
Parent Deposit	480.00	480.00	
Fund Raising Income	1,223.61	1,223.61	
Coffee Morning Income	578.30	578.30	
Consortium Sales	120.44	120.44	
	180,034.86		180,034.86
Purchase			
Shirt & Tea Towels	214.80	214.80	
	214.80		214.80
Gross Profit/(Loss):	<u>179,820.06</u>		<u>179,820.06</u>
Overheads			
Gross Wages	153,058.06	153,058.06	
Rent	3,000.00	3,000.00	
Heating	272.41	272.41	
Printing	793.49	793.49	
General Admin Costs	30.69	30.69	
Telephone	932.18	932.18	
Licences	138.72	138.72	
Books, Toys & Equipment	3,372.17	3,372.17	
Consumables	2,696.63	2,696.63	
Cooking	1,020.84	1,020.84	
Legal Fees	1,649.72	1,649.72	
Accounting , Payroll & Audits Fees	288.00	288.00	
Bank Charges and Interest	226.00	226.00	
Donations	99.02	99.02	
Publications	1,992.59	1,992.59	
Training Costs	991.65	991.65	
PLSA Ins & Membership Fees	1,442.72	1,442.72	
Fund Raising Costs	337.31	337.31	
Gifts	748.81	748.81	
Photographic Charge	79.00	79.00	
Repairs & Renewals	59.99	59.99	
Web Site Costs	568.00	568.00	
Premises Expenses	3,780.92	3,780.92	
Children's activities	966.00	966.00	
	178,544.92		178,544.92
Net Profit/(Loss):	<u>1,275.14</u>		<u>1,275.14</u>

ST.MARK'S PRE-SCHOOL

England & Wales - Charity number 1047426

Accounts



St Marks Pre-School Charity Trustees Report

Charity name: St Marks Pre-School
Charity registration number: 1047426
From: 01/09/2019
To: 31/08/2020

Address: St Marks Pre-School
Somerset Road
Salisbury
SP1 3BL

Trustees: Sam Williams (Chair)
Shelley Cox (Vice Chair)
Tony Schendel (Treasurer)

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1 Background

1.1 Introduction

The Committee of The St Marks Pre-School Charity present their annual report and audited accounts for the year ended 31 August 2020 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP.

St Marks Pre-School is registered with OFSTED (reg.no.1047426) and is a member of the Pre-School Learning Alliance. The Pre-School has a childcare protection policy in place which includes carrying out Criminal Records Bureau checks for new and existing members of staff. These checks are carried out every 3 years in line with Wiltshire requirements. All trustees give their time voluntarily and received no remuneration or benefits. The Pre-School is on the same site as the schools within the Somerset Road Education Trust. We are therefore a feeder pre-school to Wyndham Park Infants School with very successful links to enable our pre-school children to have a smooth transition on to the next part of their education.

At St. Marks Pre-School, we are passionate about helping children to become confident, independent learners with a can-do attitude, who are ready for the next stage of their education.

With two separate classrooms for children aged 2-3 and 3-4 and an enormous amount of space outside too, our children benefit from an outdoor classroom, a large playground and a garden complete with raised beds to grow vegetables, fruit trees, a bug hotel and much more. We also run programmes of activities for the children run by local providers, including music, storytelling, dance, and sports classes.

St Marks Pre-school is staffed by a highly experienced, qualified practitioner team of full and part-time staff. The permanent team predominantly hold level 3 early years qualifications with practitioners on the management team holding degree level qualifications. The pre-school maintains a programme of continuous professional development for all practitioners.

The pre-school employs a consistent team of Bank staff and, as appropriate Support Workers to facilitate the inclusion of children with additional needs.

The pre-school committee and practitioner team are supported by a part-time Administrator.

We are proud to say that we have an excellent level of staff retention at St Marks Pre-school.

1.2 Our Aims and Objectives

We aim to provide a first-class education to boys and girls from the ages of 2 to 4. We seek to provide a structured educational environment that develops our children's capabilities, competences and skills. We promote the academic, moral and physical development of our children through our academic curriculum, sporting and other activities. We provide an educational environment where each student can develop and fulfil his or her potential, building their self-confidence. In so doing, we prepare our children for the next stages of the education.

Our objectives are set to reflect our educational aims and the ethos of the School. It is important to us that we maintain and enhance the academic success of the School. This objective is, however, set in the context of the broader goals we set for the School and its children. Our key objectives for the year included:

- to broaden our academic curriculum

- to bolster and improve our parental involvement in both fund-raising, and family activity days, such as the garden and grounds maintenance days
- to enhance and improve the early years provision for children
- to develop our professional links with Wyndham Park to continue to enable the smooth transition for children who move there to continue their education
- to play our part in the life of our local community through our community access and service programmes.

2 Summary of Annual General Meeting Minutes

2.1 Introduction

The AGM was held on Thursday 8th October 2020, conducted over Zoom due to Covid-19 restrictions. Sam welcomed everyone to the meeting and introduced the Committee Trustees to everyone.

2.2 Minutes from 2019 AGM

Proposed by Sam; seconded by Tony.

2.3 Chair's Report

Sam delivered the Chair's report.

Hello and welcome to our pre-school AGM. Thank you for attending albeit in a virtual way.

I would like to start with thanking everyone here at pre-school for all of their hard work over the last academic year in providing a happy, friendly, safe, loving environment where the children are encouraged to become confident learners ready for their next steps of their education. The two room leaders, Sharon and Merri, do a fantastic job of planning fun and engaging activities for the children to cover all aspects of the Early Years Foundation Stage which the highly experienced practitioners in each room help to carry out with the children.

It has been quite a different year since Shelley and I took over as Vice Chair and Chair last year. Our first fundraising event of the academic year was our Christmas Bazaar where we raised over £500 where we held the bazaar on a Sunday afternoon with external stall holders taking part. This was a great success. Shelley and I also held a lucky dip stand at Wyndham Park Christmas Bazaar where we raised a further £50. After Christmas we held a Valentines' Day Cake sale where there were lots of donations of cakes sent in which was fantastic. From the money raised we were able to buy some more cooking resources. Our fundraising events are only as successful as you the parents enable them to be by your continued support. After this we had begun to start planning our Easter Fayre when Covid 19 put a halt to our plans!

On this note I would like to thank Rachel and all the pre-school practitioners for enabling the pre-school to remain open during the lock down to support key workers' children and enabling parents to go at work. Since September Rachel and the team have all been working hard to ensure that the pre-school is Covid compliant and that all children and staff are as safe as possible. Alongside this when planning activities for the children it has also been of equal importance that all children have had a positive experience returning. I think I can say that

this has been managed greatly by the staff. We would also like to thank you the parents for being so accepting of the changes that have been put in place to ensure we are Covid compliant and thus ensuring the safety of all children, staff and yourselves.

We are also very excited about the launch of the new website for pre-school this week. It has been designed to be much more user friendly and have key information at the forefront of each page. I hope that you agree that when you have a look it looks brilliant.

In the next academic year I hope that we will be able to organise and hold various fundraising events with your support to raise funds for the preschool. Which we can then use to buy a variety of resources or have external organisations in (like the Petting Zoo) to visit the children when this is able to take place.

Once again thank you for your continued support and I will now pass you over to Tony for his Treasurer's report.

2.4 Treasurer's Report

Tony delivered the Treasurer's report:

The background we operate in remains a challenging one. The Government's increase in the Living Wage is comfortably outstripping our increase from the local authority in terms of funding, and this has meant we will see a short fall in our P&L account, as we did last year. This relatively small shortfall does become quite large overtime and it will fall to a committee in the not too distant future, to work out the best way of shoring up the cash reserves, either by reducing costs or increasing income. However, the cash reserves are still exceptionally healthy for an organisation of this size, and it means we can plan for the future in an orderly way, without undue pressure.

Covid obviously reduced both our fee and fundraising income, however due to our cash reserves we were able to continue to pay full salaries without recourse to furlough arrangements. We were also able to continue to operate in this difficult time and support key workers.

We await the Government's final decision on Living Wage increases for 2021 and will then be able to play for next year.

This will be my last AGM as Treasurer, and I want to thank all of the various committee members over the years with whom it has been a pleasure to work with.

2.5 Staff Representative's Report

Rachel delivered the Staff Rep report.

2.5.1 The Practitioner Team

The Practitioner Team - We pride ourselves on good staff retention at St Marks Pre-school. A consistent practitioner team supports good relationships with children and parents and promotes the smooth running of the pre-school.

2.5.2 Changes in the Team

Changes in the team - This term we have had a change of Administrator, a role which has a significant impact on the smooth running of the pre-school. Sophie Barker who comes to us with experience of the pre-school as a parent, committee member and a pre-school practitioner as well as having business management experience has stepped into this role. She has been valiantly pulling together the threads of this role and managing a new software system from scratch. This has come with challenges, but it is anticipated that this system will streamline lots of processes for the pre-school.

2.5.3 Bank Staff

Bank Staff - We have a consistent team of Bank staff who support the practitioner team, most of whom have been able to step back in to supporting us this term. Our Bank staff have been with us for several years, come with lots of experience and familiarity with how the pre-school runs. We are always very grateful for the way they slot into whatever is happening in the pre-school, often at very short notice. I just wanted to take a moment to thank them!

2.5.4 Practitioner Training

Practitioner training- We implement a rolling programme of continuous professional development for the practitioner team. With training needs identified during regular supervision and annual appraisal. In the last year, the team have individually or collectively updated their safeguarding training, visited other settings to observe good practice and undertaken a range of online courses. The room leaders and manager have also attended face to face.

In the year ahead it is hoped that training will include: Updating Paediatric First Aid, 'In the moment planning' and 'Maths is Magic'.

2.5.5 Working at the Pre-School During the Pandemic

Working at pre-school in the current pandemic- The practitioner team have been amazing in their response to the changing demands of the current situation, enabling the pre-school to remain open to key workers during lockdown and a wider opening as government guidance allowed. Feedback from parents has indicated that this offering enabled their children to continue to experience something near normal in a very disrupted world. The practitioner team are continuing to work to an operational plan that considers the safety and wellbeing of children, families, and colleagues.

2.5.6 Rachel Thanked the Practitioner Team

I would like to take this opportunity to thank the practitioner team for their ongoing hard work and commitment to maintaining and developing the quality of the provision at St Marks Pre-school and the committee for their support, enthusiasm and time which make such a difference to life for everyone at St Marks Pre-school.

2.6 Pre-School Manager's Report

Rachel delivered the Manager's report.

An introduction to the 'in the moment approach' to supporting learning and development

Why are we taking up this approach? We need to get back to the important, powerful role of interacting with children rather than trying to document everything that happens. This is not only good practice but is what Ofsted are requesting.

The Vision: Children become most deeply engaged when they can choose what they do. This has become known as 'free flow play', or 'child-initiated play'.' Within agreed boundaries

we are talking about children playing where they want, with whatever they choose, for as long as they want, in whatever way they want.

WHAT IS NOT NECESSARY IS: Any written forward plans, if the children have genuine choice, we do not know where their interest will take them! If children have genuine choice, then it is impossible to predict what they are going to choose to do and therefore it is impossible to try and pre-plan what they will do.

THIS SOUNDS SIMPLE BUT: things need to be in place to support this.

A sense of well-being above for every child

If a child has a low level of wellbeing, they will not be able to engage, no matter how superb the setting. This is where our key person system, effective transitions and good inductions are critical. This term especially we have been working on re-building relationships, developing new ones and working to make sure that children feel happy, comfortable and trusting of the adults at pre-school.

Consistent boundaries, expectations, and routines- This includes firm, consistent rules within which the children can relax and have the freedom to play as they wish. Unnecessary interruptions that might involve focussed adult led activities have been removed so that when children are playing, practitioners are with them, interacting with them and supporting learning through teachable moments. Small group times are held just at the beginning and end of each session. These might focus on a story, rhymes or simple turn taking games. In Green Dragons this might include 'letters and Sounds' or BLAST.

A high-quality environment - Instead of thinking of providing different resources for each emerging interest, we are trying to think instead about how the resources can be used to meet all interests. Workshops/zones are being set up where children can genuinely choose, initiate their own play and practitioners join them and support them in their pursuits. This should mean that in all areas, the resources are available, accessible to children always. This does not mean that there are lots and lots of resources left out **LESS IS MORE:** we actually have fewer carefully selected resources which are well used and easy to tidy up.

Outside we plan to be noisier, messier, bigger and faster!

Adults interacting with children! The practitioner's role is to observe children's play; assess what they see, plan how to respond and then **teach next steps** immediately.

Manageable systems of assessment and record-keeping - As practitioners observe and interact with the children, they will be looking for teachable moments. Some of these will be documented in observations linking in with development matters. Each week the practitioner team will select a few children to be the 'focus children' and will record some of the interactions that they have with these focus children. From this focus week will come next steps.

This is where you as parents come in, the week before your child is the focus child for the week you will be emailed a 'Parent Consultation' sheet. We will be asking you for your input about what you observe at home. We will use this to help inform the focus of 'next steps' for your child.

Alongside this approach this year we are planning to offer Increased face to face engagement you as parents. Written assessments will be briefer, but these will be linked with more time allocated for 'Parent Chats' either by phone or socially distanced.

As we cannot share home learning resources, we are putting home learning activity ideas on the Green Dragons and Blue Dragons Activity Diaries. Look out for story/ of the week. As we cannot spend quite so much time handing over at the end of each session each room's activity diary should provide you with an idea of what is on offer on a daily basis.

2.7 Adoption of Acceptance of Accounts

Proposed by Tony, Seconded by Sam

2.8 Adoption of Acceptance of Policies & Procedures

Proposed by Sam, Seconded by Rachel

2.9 Members of the New Committee

The committee is made up of the following members, voted in as follows:

Role	Name	Proposed By	Seconded By
Chair	Sam Williams	Lucy Salmon	Claire Grover
Vice Chair	Shelley Cox	Lisa Hall	Tony Schendel
Secretary	Georgina Mobaraki	Lucy Salmon	Tony Schendel
Treasurer	Ben Egan	Rachel Schendel	Sam Williams
Staff Representative	Emily Fordham	Rachel Schendel	Sam Williams
Health & Safety Representative	UNFILLED POSITION		
General Member	Laurie Tibbenham	Lucy Salmon	Lisa Hall
General Member	Emily Fordham	Claire Grover	Lisa Hall
General Member	Jen Calvert	Lisa Hall	Claire Grover

2.10 Any Other Business

Sharon queried the coming years available funds.

2.10.1 Upcoming Finances:

Sharon asked if we at any point need to worry about funding not matching our outgoings. Tony summarised, that everyone is in the same position as it is controlled by the government. Government will need to restructure their funding and staff costs. There is less fundraising income at present due to Covid. Approx. £10k/11k extra per year. There is enough in the bank so far. It is fine for approximately the next 4 years.

2.11 Date of the Next AGM

The next Pre-school Committee meeting will be held on 20th October 2021 at 7.30pm at Pre-school.

3 Intentions for the Future

Our plans for the coming year include:

- Ensuring the financial stability of the Pre-School
- Improve Pre-School facilities and resources
- Fill unfulfilled positions within the committee
- Continue to develop and train our staff
- Improved awareness of the pre-school in the local community
- Develop relationships with parents and their involvement in their children's learning and development

4 Training

We have continued to upskill the practitioner team by investing in online training, where staff have been working from home but operating on a rotational basis due to Covid-19 restrictions. Due to this training has been more individually focused. This has included updating First Aid certificates and safeguarding. There has been a focus on developing practitioner understanding of how children learn and how best to support that learning through quality practitioner interaction.

5 Achievements and Performance

Over the past year we have continued to build upon the success and achievements of previous years. Due to Covid-19 Restrictions fundraising opportunities have been rather limited, however there was an opportunity for a Christmas Bizarre.

We have continued to develop our staff through a funded training programme.

6 Financial Review

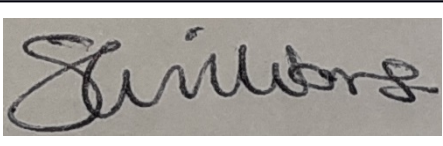
Within the appendix (ID Number 1) there is a copy of the Profit and Loss figures for the period covering 1st September 2019 to 31st August 2020. The report was written and provided to the St Marks Pre-School Committee by:

Key Accounting Services (Salisbury) Ltd,

Registered Office:

Suite 10, The Portway Centre, Spitfire Road, Old Sarum, Salisbury, Wiltshire, SP4 6EB




7 Confidentiality and Safeguarding Details

Signature(s)	
Full name(s)	Sam Williams
Position (e.g. Secretary, Chair, etc)	Chair
Date	14/01/2022

Within the appendix there is a copy of the Committee

Confidentiality Policy (ID Number 2) and the Safeguarding Policy 2019 (ID Number 3). These policies are subject to regular review and updated and when it is deemed necessary or mandated by external factors.

8 Appendix

ID Number	Name	
1	St Marks Pre-School Profit and Loss Figures 2019 to 2020	 St Marks Pre-School Profit and Loss Figu
2	Committee Confidentiality Policy	 Committee Confidentiality Polic
3	Safeguarding Policy 2019	 Safeguarding Policy 2019.pdf

9 Declarations

I, the Chair of the St Marks Pre-School Charity Committee, declare the above to be approved by the committee and its trustees.

