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REGISTERED CHARITY NUMBER: 1049791

Report of the Trustees and
Unaudited Financial Statements for the Year
Ended 31 August 2020
for
Ashton Vale Pre-School

Stanley Joseph Limited
Chartered Accountants
Suite 1
Liberty House
South Liberty Lane
Bristol
BS3 2ST

Ashton Vale Pre-School

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for the Year Ended 31 August 2020

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Ashton Vale Pre-School

Report of the Trustees for the Year Ended 31 August 2020

The trustees present their report with the financial statements of the charity for the year ended 31 August 2020. The trustees have adopted the provisions of 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 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

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.

Provide day care for children from the age of two to school age within Ashton Vale community. Operates in accordance with Ofsted and other regulatory offices and provides a curriculum based on early years foundation stage.

OBJECTIVES AND ACTIVITIES

Significant activities

Staff & Apprentices

The Pre-School has been fortunate to retain all staff members as of 31st August 2020. One member of staff was due to return from Maternity leave on 1st June 2020 but due to COVID-19 this was delayed until 1st September 2020. Following a successful year working with 2 children with SEN, we have asked the support assistant to stay with us to support new children coming into the playgroup class from September. With new procedures being put into place in line with Government control systems she will be a welcome addition to the playgroup team.

Unfortunately due to restrictions we were unable to offer work experience to students from local Secondary schools, but we contacted them all during lockdown and advised that if their schools allowed them to carry out work experience during the 2020/21 academic year we would be happy to accommodate them.

Since January 2020, all our staff are now paid at the Living Wage rate or above following an agreed pay rise by the PMC. During lockdown, all staff were paid in full for the duration. All practitioners completed online professional development courses via Educare as well as attending webinars and learning offered by Kinderly. Weekly plans were sent out to all our parents offering suggestions of things to do at home and how to support the children's learning through the Early Years Foundation stage. Parents were encouraged to post photographs and comments, again via Kinderly.

The Pre-School initially offered to remain open at the start of lockdown for our 'key workers' but with only 1 child scheduled to come in at different times it was agreed that we would close. The Pre-School closed on Thursday 26th March 2020 and reopened on Wednesday 13th May 2020 for Vulnerable & Key Worker children. At this point 14 children returned to the Pre-School and were offered sessions for 5 days a week if needed.

Following Government advice, the Pre-School opened to all children on 1st June and it was lovely to see so many children returning. Except for Key Worker children sessions were limited to 3 full days per week which allowed us to maintain strict bubbles and vigorous cleaning/hygiene procedures.

We have 4 full time practitioners and 1 full time administrator, together with the Head of Setting they have worked exceptionally to ensure the Pre-School has remained open. Holiday club was run both in May and the summer months July/August and this year the Pre-School saw many more children using it as parents were asked to return to work.

Changes to planning through Kinderly

The Pre-School has now been using the electronic Learning Journey App [Kinderly] for over a year. Kinderly also provides a means to generate invoices and a monthly/annual account system. Practitioners are now confident with the use of Kinderly and enjoy using it. Most parents are able to use the App confidently and will also use it to upload photos and comment on 'postcards' sent from Keypersons. Parents find that the invoice system is great through Kinderly and I am sure our finance officer agrees it is a straightforward process and supports the sending and tracking of invoices.

OBJECTIVES AND ACTIVITIES

Significant activities

Throughout Lockdown Kinderly was a great tool for all Practitioners to use. It enabled them to stay in contact with their groups and parents/careers. Kinderly was also used to add weekly 'plans' to help parents with learning aspects to follow, which always included 'fun' topics and requests to see what the children had been up to. The plans followed the prime areas within the curriculum (EYFS) and the way in which the Pre-school would usually be planning each week for the children. For example, every third week was 'Reflective week'. Certificates were also sent through Kinderly to reward children for 'staying home and staying safe'.

Kinderly was also used to support with any areas of concern within Lockdown, such as sending website links for Safeguarding and Mental Health.

Parents agree that having Kinderly throughout Lockdown helped them to set activities for their children and support their development and learning. It was also great to have the communication with the Pre-school and Keypersons, lots of care and support throughout which was greatly appreciated.

At the end of the academic year every parent received a hard copy of their child's learning journey and this included all of the children's learning from home photographs and comments.

Website & email system

The website is updated annually, along with a blog which is monitored each term. Group emails are sent out to parents and staff via the parent email account, all parents and staff now receive the same information at the same time. The committee members have been updated along with overall 'role' descriptions.

OBJECTIVES AND ACTIVITIES

Events and outings for the year

November

Children in Need - Practitioners organised fun events during the week alongside the more serious issues of the meaning of Children in Need. One of the days the children came in dressed up for 'Children in Need'. All children within the Pre-School baked cakes and biscuits to sell after Pre-School hours (pick up), this raised a total of - £87.24.

Photographer - Our professional photographers from Jefferson studios visited and we received a donation of £80.00.

December

Christmas Productions - This year we continued with our evening performances; again, they were split over two evenings to accommodate all parents wishing to watch and they were treated to mince pies and hot chocolate following the performance. Playgroup children also performed 2 mini concerts to parents and family during the day.

Christmas Party - We borrowed the Community Centre next door and invited all the children to a 'big Christmas party' we cooked a Christmas dinner for all the children and provided entertainment in the Pre-School provided by 'Stretch & Grow' - A wonderful Frozen themed workout this year. Father Christmas was also on hand and gave each child a present.

The PMC sold Hot Dogs at the local Community Centre Christmas event - please see details in the section below.

The PMC successfully organised a Children's Christmas Party - please see details in the section below.

Staff were treated to a Christmas lunch at Brown's as a thank you for their continued support and hard work.

March

Children's Book Week - The children enjoyed lots of activities focused around their favourite books.

Big Breakfast

All the children were invited to take part in our sponsored walk to school, big breakfast and 'Fitness Session'. We were fortunate to secure a PMC member who gave the children a wonderful work out and made the event brilliant. This year we raised £814.70.

PMC Held a Successful 'Let's Get Active' event - please see details in the below section.

March onwards - Due to Covid all other events, outings and fundraisers planned were cancelled.

Holiday Clubs throughout the year have been very popular.

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

Fundraising activities

Fundraising - We have been very fortunate to have been given donations from companies of which parents work for, this came in at a total of £733.55.

We were also lucky to have a family who own a flooring company and laid the newly refurbished kitchen floor free of charge as a thank you for their time with the Pre-School.

A total of £1257.70 was raised for the Pre-School this year and £272.56 spent, bringing the total in the account at £5064.34 which will be used for future specific projects.

In December the PMC sold hot dogs at the local community centre Christmas event - this raised £43.00.

In December the PMC also hosted a social event, a Christmas disco for all Pre-school children and their families to attend. The event was a success with hot dog sales and cakes, drinks, glitter tattoos, balloons, biscuit decorating, colouring, mince pies, teas and coffees (all included within ticket). The children loved every bit of the disco especially a visit from Father Christmas with a gift and then to finish a superb firework display which was safely conducted from a firework Technician (husband of the PMC member). All parents and children agreed it was an event to remember! Money raised from the disco - £216.00.

In March the PMC hosted a 'Let's Get Active' social event. This included fun, fitness/activity stations for all children and their families to complete. There was also space for families to meet and socialise. The PMC and other parents made and donated cakes to sale on the day. Teas, coffees, squash and water were all available free of charge, however some donations were kindly given. The event finished with a group 'song and dance'. All children and their families enjoyed the morning and it was great to see lots of people attend and take part in physical activity! All equipment was borrowed from the Pre-school and we were kindly given free hire of the community centre. Therefore, all money raised went to the Pre-school - £104.

New equipment

This year the Pre-School has purchased lots of new resources this included:

- " Outside ball runners and guttering for water play - ready for summer!
- " Capes - for all the mini Super Heros!
- " Car wash set
- " Resources sheds - keeping everything outside neat tidy and in one place!
- " Dolls, pushchairs and car seat.
- " Storage - for all these lovely new resources.
- " 3yr old play kitchen to match the 2yr old play kitchen
- " Shelter for the summer/being outside.
- " Remote controls - cats and cars (mainly for playgroup children to use).
- " Beat Bots for Nursery children to use.
- " Planes/wooden garage/animals/dinosaurs/people.
- " Cones
- " Chalk boards and chalk - we all love the Gorilla and Hippo on the playground gates!
- " Bean Bags - for sitting on and sharing stories.
- " Wooden chair set for outside.
- " Rockets - for our future Astronauts to experiment with!

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

- " Activity kits
- " Construction set (tools) - all the children love to wear the hard hats and use a hammer or screwdriver!
- " Cars - you can never have enough cars!
- " Number ducks and number discs - play is learning!
- " Exercise discs - Great fun at the 'Let's Get Active' event.
- " Wooden roller ball set - see images below.
- " Communications set - modernized 'tin can' telephones!

The PMC have agreed all the new resources were required and the Pre-school has been transformed! The children and practitioners are enjoying using the new resources and having the extra storage to put everything away and keep everything safe.

Ofsted Inspection - 26.09.2017

The Pre-School received a 'Good' outcome when they were inspected by Ofsted in September 2017 and wonderful comments regarding leadership, practitioners and the children, well done to all concerned.

FINANCIAL REVIEW

Quality Assurance

During lockdown it was agreed by all practitioners that this was an ideal situation to look at the Bristol Standard quality improvement and self-reflection, LEA Quality Assurance Scheme. The practitioners were split into groups and worked together via zoom, facetime, WhatsApp and other messaging services. Evidence was ascertained from the setting and everything was put together and submitted to the Bristol Standard validation team in May. The Pre-School were successful and the Bristol Standard team issued emails to all other settings as well as through their website <https://www.bristolearlyyears.org.uk/the-bristol-standard/news/> where there is an impressive article.

Through the Bristol Standard the Pre-School conducted an outdoor audit and a new Outdoor policy has been introduced for September 2020.

Partnership Working

The Pre-School have continued their excellent partnership with the community, the Church, local schools, and outside agencies. Throughout lockdown we worked with outside agencies to ensure that an Educational Health Care Plan was awarded for two of our children in time for going to Primary School

Lockdown meant that we were unable to offer our normal transition sessions to Primary School Reception teachers - instead of inviting them into the setting we asked them to post information on their school websites and read a story for the children. Almost all our local schools did this, and we then shared the website with the children that were in the setting as well as emailing the information to the children that didn't return.

The Church members and the Pre-School have been working together to improve different areas of the Church building, a new pathway has been constructed which will give greater options re social distancing, for Church members as well as Pre-School parents when using the building, the Church have paid for this to be done whilst the Pre-School have paid for a much needed new kitchen, which again will benefit both the Church and Pre-School.

Ashton Vale Pre-School

Report of the Trustees
for the Year Ended 31 August 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1049791

Principal address

Ashton Vale Church
Risdale Road
Ashton Vale
Bristol
BS3 2QY

Trustees

L Lawrence	
C Lee	- resigned 30.8.20
S Kat	- resigned 30.8.20
K Cox	
R Sys	- resigned 30.8.20
Z Key	- resigned 30.8.20
L Moore	
H Branson	
E Nicholls	- appointed 30.8.20
S Smith	- appointed 30.8.20
L Hilyer	- appointed 30.8.20
L Barrett	- appointed 30.8.20

Independent examiner

Stanley Joseph Limited
Chartered Accountants
Suite 1
Liberty House
South Liberty Lane
Bristol
BS3 2ST

Approved by order of the board of trustees on and signed on its behalf by:


.....
L Lawrence - Trustee

Ashton Vale Pre-School

Statement of Financial Activities
for the Year Ended 31 August 2020

	Notes	Unrestricted fund £	Restricted fund £	31.8.20 Total funds £	31.8.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		290,207	-	290,207	259,064
Other trading activities	2	10,352	-	10,352	9,129
Total		300,559	-	300,559	268,193
EXPENDITURE ON					
Raising funds		226,925	-	226,925	204,760
Other		38,003	-	38,003	16,384
Total		264,928	-	264,928	221,144
NET INCOME		35,631	-	35,631	47,049
RECONCILIATION OF FUNDS					
Total funds brought forward		116,719	5,228	121,947	74,898
TOTAL FUNDS CARRIED FORWARD		152,350	5,228	157,578	121,947

The notes form part of these financial statements

Ashton Vale Pre-School

Statement of Financial Position
At 31 August 2020

	Notes	Unrestricted fund £	Restricted fund £	31.8.20 Total funds £	31.8.19 Total funds £
CURRENT ASSETS					
Cash at bank and in hand		174,995	5,228	180,223	158,773
CREDITORS					
Amounts falling due within one year		(22,645)	-	(22,645)	(36,826)
NET CURRENT ASSETS		<u>152,350</u>	<u>5,228</u>	<u>157,578</u>	<u>121,947</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>152,350</u>	<u>5,228</u>	<u>157,578</u>	<u>121,947</u>
NET ASSETS		<u><u>152,350</u></u>	<u><u>5,228</u></u>	<u><u>157,578</u></u>	<u><u>121,947</u></u>
FUNDS	6				
Unrestricted funds				152,350	116,719
Restricted funds				<u>5,228</u>	<u>5,228</u>
TOTAL FUNDS				<u><u>157,578</u></u>	<u><u>121,947</u></u>

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:



.....
L Lawrence -Trustee



.....
~~R. Sys -Trustee~~

L. Moore - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Notes to the Financial Statements - continued
for the Year Ended 31 August 2020

2. OTHER TRADING ACTIVITIES

	31.8.20	31.8.19
	£	£
Fundraising events	1,904	2,865
Holiday club	6,404	5,737
Other income	2,044	527
	<u>10,352</u>	<u>9,129</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2020 nor for the year ended 31 August 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2020 nor for the year ended 31 August 2019.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.8.20	31.8.19
Teaching and schooling	11	12
Administration	1	2
	<u>12</u>	<u>14</u>

No employees received emoluments in excess of £60,000.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	259,064	-	259,064
Other trading activities	<u>6,264</u>	<u>2,865</u>	<u>9,129</u>
Total	265,328	2,865	268,193
 EXPENDITURE ON			
Raising funds	204,665	95	204,760

Notes to the Financial Statements - continued
for the Year Ended 31 August 2020

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
Other	16,384	-	16,384
Total	221,049	95	221,144
NET INCOME	44,279	2,770	47,049
RECONCILIATION OF FUNDS			
Total funds brought forward	72,440	2,458	74,898
TOTAL FUNDS CARRIED FORWARD	116,719	5,228	121,947

6. MOVEMENT IN FUNDS

	At 1.9.19 £	Net movement in funds £	At 31.8.20 £
Unrestricted funds			
General fund	116,719	35,631	152,350
Restricted funds			
Fundraising	5,228	-	5,228
TOTAL FUNDS	121,947	35,631	157,578

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	300,559	(264,928)	35,631
TOTAL FUNDS	300,559	(264,928)	35,631

Notes to the Financial Statements - continued
for the Year Ended 31 August 2020

6. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.9.18 £	Net movement in funds £	At 31.8.19 £
Unrestricted Funds			
General fund	72,440	44,279	116,719
Restricted Funds			
Fundraising	2,458	2,770	5,228
TOTAL FUNDS	<u>74,898</u>	<u>47,049</u>	<u>121,947</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	265,328	(221,049)	44,279
Restricted funds			
Fundraising	2,865	(95)	2,770
TOTAL FUNDS	<u>268,193</u>	<u>(221,144)</u>	<u>47,049</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.18 £	Net movement in funds £	At 31.8.20 £
Unrestricted funds			
General fund	72,440	79,910	152,350
Restricted funds			
Fundraising	2,458	2,770	5,228
TOTAL FUNDS	<u>74,898</u>	<u>82,680</u>	<u>157,578</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2020

6. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	565,887	(485,977)	79,910
Restricted funds			
Fundraising	2,865	(95)	2,770
TOTAL FUNDS	<u>568,752</u>	<u>(486,072)</u>	<u>82,680</u>

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2020.

Ashton Vale Pre-School

Detailed Statement of Financial Activities
for the Year Ended 31 August 2020

	31.8.20 £	31.8.19 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1,661	3,009
Fees received from parents	28,120	33,400
EYSFF Funding	260,009	222,223
Uniform Orders	217	432
Supply cover/ training	200	-
	<hr/> 290,207	<hr/> 259,064
Other trading activities		
Fundraising events	1,904	2,865
Holiday club	6,404	5,737
Other income	2,044	527
	<hr/> 10,352	<hr/> 9,129
Total incoming resources	<hr/> 300,559	<hr/> 268,193
EXPENDITURE		
Raising donations and legacies		
Wages	203,169	185,550
Premises costs	14,864	12,853
Membership and Insurance	3,633	2,236
Telephone and internet	619	584
Consumables	3,368	3,208
Fees refunds	999	234
	<hr/> 226,652	<hr/> 204,665
Other trading activities		
Fundraising costs	273	95
Support costs		
Governance costs		
Other expenditure	27,493	2,967
Equipment and resources	9,228	11,198
Carried forward	36,721	14,165

This page does not form part of the statutory financial statements

Ashton Vale Pre-School

Detailed Statement of Financial Activities
for the Year Ended 31 August 2020

	31.8.20 £	31.8.19 £
Governance costs		
Brought forward	36,721	14,165
Petty cash expenses	1,282	2,219
	<hr/>	<hr/>
	38,003	16,384
	<hr/>	<hr/>
Total resources expended	264,928	221,144
	<hr/>	<hr/>
Net income	<u>35,631</u>	<u>47,049</u>

Independent Examiner's Report to the Trustees of
Ashton Vale Pre-School

Independent examiner's report to the trustees of Ashton Vale Pre-School

I report to the charity trustees on my examination of the accounts of the Ashton Vale Pre-School (the Trust) for the year ended 31 August 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Philip S Helps
ICAEW
Stanley Joseph Limited
Chartered Accountants
Suite 1
Liberty House
South Liberty Lane
Bristol
BS3 2ST

Date: