

WEST TOWN PRE SCHOOL PLAYGROUP

England & Wales · Charity number 1053421

Details

Status Registered

Legal form Other

Registered 1996-02-29

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

Contact

Address West Town Preschool
West Town Primary Academy
Midland Road
Peterborough
PE3 6DD

Phone 01733 852381

Email westtownpreschool@yahoo.co.uk

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY; (A) OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES, FAMILY LEARNING AND EXTENDED HOURS GROUPS, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY;(B) ENCOURAGING THE STUDY OF SUCH NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS;(C) INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: Pre-school aims to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by offering appropriate play, education and care facilities in the West Town area of Peterborough.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** NOT DEFINED -- IN PRACTICE WEST TOWN AND SURROUNDING AREAS OF PETERBOROUGH.
- Peterborough City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£274,824	£266,867	-	-
2024-07-31	£270,745	£197,077	-	-
2023-07-31	£219,799	£179,007	-	-
2022-07-31	£189,341	£159,943	-	-
2021-07-31	£192,452	£132,842	-	-
2020-07-31	£175,469	£154,398	-	-

Trustees

Name	Role	Appointed
Izabela Wozniak	Chair	2019-02-01
Fakhra Kousar		2021-11-09
GERALDINE POWELL		
Inna Klochko		2025-03-13
Ismat Nawaz		2018-03-16
JULANTA AHMED		2017-02-10
Munawar Bi		2016-02-02
Sally Jacklin		2025-01-16

WEST TOWN PRE SCHOOL PLAYGROUP

England & Wales - Charity number 1053421

Accounts

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

ANNUAL REPORT AND ACCOUNTS

For the period

1st August 2024 to 31st July 2025

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2025**

The trustees present their report and independently examined financial statements for the year ended 31st July 2025.

Reference and Administrative Details:

Registered Name: West Town Pre-school Playgroup

Charity No: 1053421

Operational Address: West Town Primary Academy
Midland Road
West Town
Peterborough
PE3 6DD

Trustees at date of Report: Chairperson Izabela Wozniak
Vice Chair Geraldine Powell
Members Julanta Ahmed
Munawar Bi
Sally Jacklin
Inna Klochko
Fakhra Kousar
Ismat Nawaz

Other Trustees who served in the year: Grazyna Gruchel Left 18th November 2025

Bankers: Santander Bank

Independent Examiner: Mark J Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

Structure Governance and Management

This is a membership organisation governed by the model Pre-school Learning Alliance Constitution 2011, which was adopted at the Annual General Meeting held on 28th June 2021. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Committee members are appointed / confirmed at the Annual General Meeting. All Committee members give their time on a voluntary basis and receive no remuneration or other benefits.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2025**

Objects and Activities

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

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

In setting the objectives and planning the activities of the Pre-school the Committee and employees carefully consider the Charity Commission's guidance on public benefit

Achievements and Performance

The pre-school has continued to maintain a strong and collaborative relationship with the school, working closely with the Safeguarding Officer, SENCO and reception class teachers. Child numbers have increased, with all pre-school rooms fully booked and staffing levels remaining appropriate for required ratios.

Staff development has been a priority throughout the year. Two staff members achieved Level 2 qualifications and one completed Level 3, with the rest of the team already qualified at Level 3 or above. All staff remain up to date with essential training, including First Aid, Food Hygiene, Safeguarding and the Prevent Duty. The SENCO's close work with the Early Years Team has strengthened support for children with additional needs and enhanced staff confidence and skills. Staff continue to access further training through the Early Years Alliance to support their professional development.

A strong key-person system has supported children's learning and development, ensuring clear next steps and strong relationships. The curriculum continues to reflect and celebrate cultural and religious events, providing children with the opportunity to learn about events around the world and to celebrate each other's festivals together.

Partnership work with Occupational Therapists, Physiotherapists, Health Visitors, Speech and Language Therapists and Portage has helped ensure timely and effective support for children with additional needs. SEN funding has been used to provide targeted support and equipment. Staff are identifying

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2025**

developmental concerns earlier, enabling children to receive assessments and support before starting school.

Parental involvement has continued to grow, with Stay and Play sessions, Mother's Day and Father's Day events, and end-of-year graduation celebrations. Parent consultations have taken place both in person and by phone.

Transition to school has been greatly strengthened through close collaboration with the reception class teacher, helping children—particularly those with additional needs—settle more confidently and ensuring information is shared effectively with families.

In July, the setting was awarded a 'Good' rating by Ofsted. Inspectors highlighted how happy and settled the children are, noting their good table manners, and increasing independence in feeding themselves. The report also praised staff as excellent role models and recognised that planned activities effectively support and promote children's speech and language

Reserves policy

Throughout the year, the Preschool finances remained over the designated reserves level of £133,122. This reserve includes funds necessary for potential redundancy payments in the event of an unplanned closure, along with an additional £100,000 earmarked for future premises costs if the lease is not renewed.

Financial Review

The Trustees are responsible for ensuring the financial statements give a true and fair view of the Charity's financial position. This includes making sensible, well-informed judgements, protecting the Charity's assets, and putting measures in place to prevent and detect fraud or irregularities. The Trustees remain committed to using all funds responsibly and in support of the Charity's aims.

The financial statements have been prepared on an accruals basis in accordance with the Charities SORP (FRS 102) and the Charities Act 2011. This approach provides a clear and consistent picture of the Charity's income, expenditure and financial position for the year.

Financial Performance

Total income for the year was £274,824, an increase of £4,079 compared to the previous year. This was largely driven by:

- Nursery Education Funding: £226,698 (up from £211,215)
- Local Authority Funding: £15,310 (down from £29,604)
- Fees for Parents: £23,514 (up from £16,435)

Higher interest rates also provide interest income of £8,262. The rates have been dropping this year.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2025**

Total expenditure for the year was £266,867, an increase of £67,365 from the previous year. The main driver was a £51,871 increase in staffing costs (from £153,405 to £205,576), reflecting both an increase in headcount (from 9 to 12) and the impact of the National Living Wage increase.

Other key areas of spending were:

- **Preschool Resources & Activities: £9,868 (down from £10,517).** Part of the expenditure in this category was capitalised, meaning it appears on the balance sheet rather than in the income statement.
- **Premises: £25,827 (up from £13,819)**
- **Support Costs: £12,340 (up from £9,453 - includes professional fees and administration)**

Despite the increased expenditure, the preschool achieved a net surplus of £7,957.

Balance Sheet and Reserves

At 31 July 2025, the preschool held:

- **Equipment (fixed assets): £21,163 (up from £3,118),** reflecting investment in new indoor and outdoor learning resources
- **Cash at bank and in hand: £349,549**
- **Debtors and prepayments: £70**
- **Creditors and accruals: £4,811**

The Charity carried forward £365,971 into the next financial year.

The Preschool remains committed to maintaining a strong reserve position while investing in the quality of provision for children.

This Report has been approved by the Trustees and has been signed on their behalf by:

Signature: *Wozniak J.*

Full Name: *12abela Wozniak*

Date: *24/04/2026*

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2024 to 31st July 2025

NOTE 1 – BASIS OF PREPARATION

The accounts have been prepared in accordance with the applicable accounting standards and comply with SORP FRS102 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There are no material uncertainties related to events or conditions that cast doubt on the charity's ability to continue as a going concern.

The accounts present a true and fair view and the accounting policies adopted are those outlined in Note 2.

No material prior year errors have been identified in the reporting period.

NOTE 2 – ACCOUNTING POLICIES

2.1 INCOME

Recognition of Income These are included in the Statement of Financial Activities (SoFA) when the charity becomes legally entitled to the resources and the amount can be quantified with reasonable accuracy.

Offsetting There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted under FRS 102 SORP or FRS 102.

Grants and Donations Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Volunteer Help The value of any voluntary help is not included in the accounts.

Income from interest This is included in the accounts when receivable.

2.2 EXPENDITURE AND LIABILITIES

Resources Expended Expenditure and liabilities are recognised in the period to which they relate.

Governance Costs Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. This includes cost of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2024 to 31st July 2025

Support Costs Support costs are those costs that, whilst necessary to deliver an activity, do not themselves produce or constitute a direct charitable activity. Support costs include administration functions such as accounting, payroll, and IT.

2.3 FUNDS All incoming and outgoing resources are allocated to the fund to which they relate.

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

Restricted Funds Restricted funds are those funds where the donor has placed a restriction of use that is narrower than the general objects of the charity.

2.4 ASSETS

Tangible fixed assets for use by charity These are capitalised if they can be used for more than one year, and cost at least £250. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation Depreciation of fixed assets is provided at the rates shown below so as to write off their costs over their expected useful life, as follows:

	<u>Rate</u>	<u>Basis</u>
Equipment	20% p.a.	Straight line

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

STATEMENT OF FINANCIAL ACTIVITIES

For the Period 1st August 2024 to 31st July 2025

	NOTE	UNRESTRICTED FUNDS THIS YEAR	RESTRICTED FUNDS THIS YEAR	TOTAL FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>INCOMING RESOURCES</u>	3	£	£	£	£
Income from:					
Donations	A1	0	0	0	0
Charitable activities	A2	266,530	0	266,530	262,078
Other trading activities	A3	32	0	32	0
Investments	A4	8,262	0	8,262	8,667
Total		<u>274,824</u>	<u>0</u>	<u>274,824</u>	<u>270,745</u>
<u>RESOURCES EXPENDED</u>	5	£	£	£	£
Expenditure on:					
Raising funds	B1	0	0	0	0
Charitable activities	B2	(266,867)	0	(266,867)	(197,077)
Total		<u>(266,867)</u>	<u>0</u>	<u>(266,867)</u>	<u>(197,077)</u>
Net incoming/outgoing resources		<u>7,957</u>	<u>0</u>	<u>7,957</u>	<u>73,668</u>
Transfers between funds		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net movement in funds		<u>7,957</u>	<u>0</u>	<u>7,957</u>	<u>73,668</u>
Reconciliation of funds:					
Total funds brought forward		358,014	0	358,014	284,346
Total funds carried forward		365,971	0	365,971	358,014

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

BALANCE SHEET AS AT 31ST JULY 2025

	NOTE	UNRESTRICTED FUNDS THIS YEAR £	RESTRICTED FUNDS THIS YEAR	TOTAL FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>FIXED ASSETS</u>					
Tangible Fixed Assets	8	21,163	0	21,163	3,118
Total Fixed Assets		21,163	0	21,163	3,118
<u>CURRENT ASSETS</u>					
		£			£
Debtors and prepayments	9	70	0	70	68
Cash at Bank and in Hand	10	349,549	0	349,549	357,067
Total Current Assets		349,619	0	349,619	357,135
<u>CREDITORS</u>					
Amount Falling Due Within One Year	11	(4,811)	0	(4,811)	(2,239)
TOTAL NET ASSETS OR LIABILITIES		365,971	0	365,971	358,014
<u>FUNDS OF THE CHARITY</u>					
Restricted income funds		0	0	0	0
Unrestricted funds		365,971	0	365,971	358,014
TOTAL FUNDS		365,971	0	365,971	358,014

The notes on pages 3 - 8 form part of these financial statements.

Signed on behalf of the Trustees:

Signature  Name Izabela Wozniak Date 22/11/2025

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2024 to 31st July 2025

NOTE 3 - ANALYSIS OF INCOME

	Unrestricted Funds £	Restricted Funds £	Total This Year £	Total Last Year £
A1 Donations				
Donations and gifts	-	-	-	-
Grants from government/other charities	-	-	-	-
Total Donations	-	-	-	-
A2 Charitable Activities				
Nursery Education Funding	226,698	-	226,698	211,215
Local Authority Funding	15,310	-	15,310	29,604
Fees from Parents	23,514	-	23,514	16,435
Other Income	1,008	-	1,008	4,824
Total charitable Activities	266,530	-	266,530	262,078
A3 Other Trading Activities				
Fundraising	32	-	32	-
Total Trading Activities	32	-	32	-
A4 Income from Investments				
Interest Income	8,262	-	8,262	8,667
			-	
Total Income from Investments	8,262	-	8,262	8,667
A5 Separate material items of income				
	-	-	-	-
Total Separate Material Items of Income	-	-	-	-
A6 Other				
	-	-	-	-
Total Other	-	-	-	-
TOTAL INCOME	274,824	-	274,824	270,745

NOTE 4 - ANALYSIS OF RECEIPTS OF GOVERNMENT GRANTS/OTHER CHARITIES

No government grants were received in the reporting period.

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2024 to 31st July 2025

NOTE 5 - ANALYSIS OF EXPENDITURE

B1 Expenditure of Raising funds	Unrestricted Funds £	Restricted Funds £	Total £	Prior year £
Fundraising Expenses	0	0	0	0
Total Expenditure Raising funds	0	0	0	0

B2 Expenditure on Charitable Activities

Direct Charitable Activities

Wages including PAYE and Pensions	(205,276)	0	(205,276)	(153,405)
Other Staff Costs	(2,426)	0	(2,426)	(1,871)
Preschool Resources & Activities	(9,868)	0	(9,868)	(10,517)
Premises	(25,827)	0	(25,827)	(13,819)
Consumables	(2,781)	0	(2,781)	(2,441)
Other costs	(1,770)	0	(1,770)	(3,953)
Bank Charges	(797)	0	(797)	(633)
Depreciation	(5,550)	0	(5,550)	(831)

Support Costs

Professional Fees	(10,340)	0	(10,340)	(7,825)
Administration	(2,000)	0	(2,000)	(1,628)

Governance

Governance	(232)	0	(232)	(154)
Total Charitable Activities	(266,867)	0	(266,867)	(197,077)

B3 Other Trading Activities	0	0	0	0
Total Trading Activities	0	0	0	0

B4 Separate Material Item of Expense	0	0	0	0
Total Separate Material Items of Income	0	0	0	0

B5 Other	0	0	0	0
Total Other	0	0	0	0

TOTAL EXPENDITURE	(266,867)	0	(266,867)	(197,077)
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WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2024 to 31st July 2025

NOTE 6 - DETAILS OF CERTAIN ITEMS OF EXPENDITURE

Note 6.1 - Fees for Examination of the accounts

	This Year £	Last Year £
Independent examiner's fees	108	108
Assurance services other than audit or independent examination	0	0
Tax advisory fees	0	0
Other fees paid to independent examiner, e.g. financial advice, consultancy, accountancy services)		0
Total	108	108

NOTE 7 – PAID EMPLOYEES

Note 7.1 – Staff Costs

	This Year £	Last Year £
Salaries and Wages	176,906	133,581
Social Security Costs	23,604	16,850
Workplace Pension Costs	4,766	2,974
Other employee Benefits	0	0
Total	205,276	153,405

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

Note 7.2 – Average Head Count in the Year

	This Year No	Last Year No
Charitable Activities	12	9

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2024 to 31st July 2025

NOTE 8 – TANGIBLE FIXED ASSETS

	Preschool Equipment
Cost or Valuation	£
At the beginning of the year	4,156
Additions	23,595
Disposals	-
At end of the year	27,751
Depreciation	
At beginning of the year	1,037
Disposals	
Depreciation	5,550
At end of the year	6,587
Net book value	
Net book value at the beginning of the year	3,118
Net book value at the end of the year	21,163

NOTE 9 – DEBTORS AND PREPAYMENTS

	This Year £	Last Year £
Fees from Parents	0	0
Prepayments/Accrued income	70	68
Totals	70	68

There are no debtors recoverable in more than 1 year included in the above figures.

NOTE 10 – CASH AT BANK AND IN HAND

	This Year £	Last Year £
Santander Current	158,544	174,145
Santander Savings	190,996	182,734
Petty Cash	9	188
Totals	349,549	357,067

NOTE 11 – CREDITORS AND ACCRUALS

	This Year £	Last Year £
Trade creditors	2,952	1,544
Accruals and deferred income	350	108
PAYE / NI Contributions	1,509	587
Totals	4,811	2,239

There are no creditors payable in more than 1 year included in above figures.

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2024 to 31st July 2025

NOTE 12 – TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or related entity.

No trustee expenses have been incurred.

This independent examiners report relates to the accounts of

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

Accounts are prepared for the period ended 31st July 2025.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

Or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Mark J. Ruffles

Date

23/10/25

Mark Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

WEST TOWN PRE SCHOOL PLAYGROUP

England & Wales - Charity number 1053421

Accounts

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

ANNUAL REPORT AND ACCOUNTS

For the period

1st August 2023 to 31st July 2024

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Trustee Annual Report
For the year ended 31st July 2024**

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Reference and Administrative Details:

Registered Name: West Town Pre-school Playgroup

Charity No: 1053421

Operational Address: West Town Primary Academy
Midland Road
West Town
Peterborough
PE3 6DD

Trustees at date of Report:	Chairperson	Izabela Wozniak
	Vice Chair	Geraldine Powell
	Members	Julanta Ahmed Munawar Bi Sally Jacklin Inna Klochko Fakhra Kousar Grazyna Gruchel Ismat Nawaz

Bankers: Santander Bank

Independent Examiner: Mark J Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

Structure Governance and Management

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Trustee Annual Report
For the year ended 31st July 2024**

Objects and Activities

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

Achievements and Performance

The preschool has secured a new tenancy agreement, effective from July 2024 to July 2027. We maintain a strong relationship with the school and work closely with the Safeguarding Officer, SENCO, and reception class teachers.

Our children numbers have grown, and the preschool rooms are fully booked, with staffing levels meeting the required child-to-staff ratios. We have continued with full-day sessions, which have proven highly beneficial for children. This structure helps them achieve more throughout the day and progress better across all areas of development. It also benefits staff, allowing them to build stronger relationships with the children, support their learning and development, and address additional needs.

Currently, three staff members hold Level 2 qualifications, with one nearing the completion of her Level 3 qualification. The rest of the team is qualified at Level 3 or higher. The management team continue to work closely together to achieve the preschool's goals, supporting staff, children, and parents. There have been some staff changes during the year, but these have not impacted the children and have had a positive effect on the preschool, benefiting both the children and the team.

Staff are up to date with First Aid, Food Hygiene, Safeguarding Training, and The Prevent Duty. Additionally, one staff member has completed the SENCO Level 3 qualification, enhancing our ability to support children with additional needs. We were selected by the Early Years Team to participate in the Early Years Professional Development Programme, which has had a positive impact on new ideas for mathematics, literacy, and personal, social, and emotional development. Staff are supported in their professional development through various training courses designed to enhance their knowledge and understanding of their roles, including an online learning platform available from the Early Years Alliance.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2024**

To support staff in both rooms, we have appointed an Early Years Leader with extensive experience and knowledge. This has resulted in staff feeling more valued and has improved overall well-being.

We continue to work closely with Occupational Therapists, Physiotherapists, Health Visitors, Speech and Language Therapists, and Portage who support us with the special educational needs of children attending our preschool. We have received positive feedback from the SEN Team, Early Years Team, and other professionals, such as Paediatricians and Portage staff, who are recommending us to families in the community. This is rewarding for our team.

This year, we have seen a significant increase in the number of children with special needs across both rooms with 10 EHCPs being completed to support children throughout their time at preschool and transition to school. We have also supported children and parents with no English. We have worked hard to support children with learning or development delays, helping parents through the referral process when necessary. These efforts have been praised by the Peterborough Early Years Team and schoolteachers, as it ensures children have support in place for starting school.

We are in receipt of SEN funding which enables us to allocate resources and time effectively to support the individual needs of each child. Our staff's enhanced knowledge from training allows us to identify any children who are not meeting their milestones earlier and take appropriate action to support them and their families.

We are introducing more parents' involvement by encouraging participation in activities such as "Stay and Play" sessions, where parents can spend time with their children at preschool. We also invited parents to Mother's and Father's Day and ended the year with a graduation ceremony for school leavers. Additionally, we hold parents' consultation days both in person and over the phone.

We continue to work closely with the school's reception class teacher, which helps children transition more smoothly into reception. This has been particularly beneficial for families of children with additional needs, allowing parents to share important information which helps the school to prepare their environment to support each child.

Over the summer, we renovated our preschool with natural resources, including new flooring, resources and storage units. This has positively impacted how children settle in and learn. The transformation has been met with compliments from the school, parents, and professionals. We are continuing to improve our outdoor area with our grass being changed so far. We now have a small office which helps with staff well-being and serves as a confidential meeting area for parents and professionals.

During her annual visit, our Early Years Adviser was very impressed with the preschool environment, noting there were many inviting opportunities for language development. She was pleased to see how the children engaged in indoor and outdoor activities with enthusiasm, and how the preschool embraces all cultures and nationalities, fostering a sense of well-being.

We thank our Committee and parents for their support throughout the year.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2024**

Reserves policy

Throughout the year, the Preschool finances remained over the designated reserves level of £125,935. This reserve includes funds necessary for potential redundancy payments in the event of an unplanned closure, along with an additional £100,000 earmarked for future premises costs if required. The lease for our current premises has been extended for another three years, so this additional provision is a proactive step for long-term planning.

Financial Review

The Trustees are responsible for preparing financial statements that provide a true and fair view of the Charity's financial position. In doing so, they must make judgements and estimates that are both reasonable and prudent. Additionally, the Trustees are tasked with safeguarding the Charity's assets and taking appropriate measures to prevent and detect fraud and other irregularities. The Trustees are committed to applying all received funds towards the charitable objectives.

As the preschool's income has surpassed the £250,000 threshold, it has transitioned from preparing Receipts and Payments accounts to accruals accounting. Accruals accounts must adhere to the Statement of Recommended Practice (Charities SORP), offering a much clearer picture of the Charity's finances throughout the year. The financial statements for the periods 2022-2023 and 2023-2024 have been adjusted to accruals accounting by ensuring transactions are allocated to the correct period, rather than just tracking when they appeared in the bank account. Additionally, qualifying assets (over £250) have been identified and included in the balance sheet.

Total receipts for the year increased by £45,892 compared to the previous period. This rise was primarily driven by an additional £41,463 in Nursery Education Funding (NEF). The preschool's interest income also increased to £8,667 from £3,532 in the previous year, due to generally higher interest rates.

Expenditure for the year increased by £18,354, totaling £197,077. This increase was mainly due to a £17,325 rise in staffing costs following a restructure of the pay scale, which also reflected the 9.7% increase in the National Living Wage.

Overall, the preschool achieved a surplus of £73,668, resulting in a final cash balance of £358,014. The majority of this surplus has been reinvested to enhance both the indoor and outdoor environments of the preschool, which has already contributed positively to the learning experience for the children.

This Report has been approved by the Trustees and has been signed on their behalf by:

Signature: 

Full Name: Izabela Wozniak

Date: 01/05/2025

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

STATEMENT OF FINANCIAL ACTIVITIES

For the Period 1st August 2023 to 31st July 2024

	NOTE	UNRESTRICTED FUNDS THIS YEAR	RESTRICTED FUNDS THIS YEAR	TOTAL FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>INCOMING RESOURCES</u>	3	£	£	£	£
Income from:					
Donations	A1	0	0	0	4
Charitable activities	A2	262,078	0	262,078	216,186
Other trading activities	A3	0	0	0	77
Investments	A4	8,667	0	8,667	3,532
Total		<u>270,745</u>	<u>0</u>	<u>270,745</u>	<u>219,799</u>
<u>RESOURCES EXPENDED</u>	5	£	£	£	£
Expenditure on:					
Raising funds	B1	0	0	0	0
Charitable activities	B2	(197,077)	0	(197,077)	(178,723)
Total		<u>(197,077)</u>	<u>0</u>	<u>(197,077)</u>	<u>(178,723)</u>
Net incoming/outgoing resources		<u>73,668</u>	<u>0</u>	<u>73,668</u>	<u>41,076</u>
Transfers between funds		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net movement in funds		<u>73,668</u>	<u>0</u>	<u>73,668</u>	<u>41,076</u>
Reconciliation of funds:					
Total funds brought forward		284,346	0	284,346	243,270
Total funds carried forward		358,014	0	358,014	284,346

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

BALANCE SHEET AS AT 31ST JULY 2024

	NOTE	UNRESTRICTED FUNDS THIS YEAR £	RESTRICTED FUNDS THIS YEAR	TOTAL FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>FIXED ASSETS</u>					
Tangible Fixed Assets	8	3,118	0	3,118	309
Total Fixed Assets		3,118	0	3,118	309
<u>CURRENT ASSETS</u>					
£					
Debtors and prepayments	9	68	0	68	0
Cash at Bank and in Hand	10	357,067	0	357,067	285,824
Total Current Assets		357,135	0	357,135	285,824
<u>CREDITORS</u>					
Amount Falling Due Within One Year	11	(2,239)	0	(2,239)	(1,787)
TOTAL NET ASSETS OR LIABILITIES		358,014	0	358,014	284,346
<u>FUNDS OF THE CHARITY</u>					
Restricted income funds		0	0	0	0
Unrestricted funds		358,014	0	358,014	284,346
TOTAL FUNDS		358,014	0	358,014	284,346

The notes on pages 3 - 8 form part of these financial statements.

Signed on behalf of the Trustees:

Signature *[Signature]* Name *12abela Wozniak* Date *01/05/2025*

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS For the Period 1st August 2023 to 31st July 2024

NOTE 1 – BASIS OF PREPARATION

The accounts have been prepared in accordance with the applicable accounting standards and comply with SORP FRS102 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There are no material uncertainties related to events or conditions that cast doubt on the charity's ability to continue as a going concern.

The accounts present a true and fair view and the accounting policies adopted are those outlined in Note 2.

No material prior year errors have been identified in the reporting period.

NOTE 2 – ACCOUNTING POLICIES

2.1 INCOME

Recognition of Income	These are included in the Statement of Financial Activities (SoFA) when the charity becomes legally entitled to the resources and the amount can be quantified with reasonable accuracy.
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted under FRS 102 SORP or FRS 102.
Grants and Donations	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
Volunteer Help	The value of any voluntary help is not included in the accounts.
Income from interest	This is included in the accounts when receivable.

2.2 EXPENDITURE AND LIABILITIES

Resources Expended	Expenditure and liabilities are recognised in the period to which they relate.
Governance Costs	Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. This includes cost of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2023 to 31st July 2024

Support Costs

Support costs are those costs that, whilst necessary to deliver an activity, do not themselves produce or constitute a direct charitable activity. Support costs include administration functions such as accounting, payroll, and IT.

2.3 FUNDS

All incoming and outgoing resources are allocated to the fund to which they relate.

Unrestricted Funds

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

Restricted Funds

Restricted funds are those funds where the donor has placed a restriction of use that is narrower than the general objects of the charity.

2.4 ASSETS

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £250. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation

Depreciation of fixed assets is provided at the rates shown below so as to write off their costs over their expected useful life, as follows:

	<u>Rate</u>	<u>Basis</u>
Equipment	20% p.a.	Straight line

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS For the Period 1st August 2023 to 31st July 2024

NOTE 3 - ANALYSIS OF INCOME

	Unrestricted Funds £	Restricted Funds £	Total This Year £	Total Last Year £
A1 Donations				
Donations and gifts	-	-	-	4
Grants from government/other charities	-	-	-	-
Total Donations	-	-	-	4
A2 Charitable Activities				
Nursery Education Funding	211,215	-	211,215	169,752
Local Authority Funding	29,604	-	29,604	31,812
Fees from Parents	16,435	-	16,435	14,301
Other Income	4,824	-	4,824	321
Total charitable Activities	262,078	-	262,078	216,186
A3 Other Trading Activities				
Fundraising	-	-	-	77
Total Trading Activities	-	-	-	77
A4 Income from Investments				
Interest Income	8,667	-	8,667	3,532
			-	
Total Income from Investments	8,667	-	8,667	3,532
TOTAL INCOME	270,745	-	270,745	219,799

NOTE 4 - ANALYSIS OF RECEIPTS OF GOVERNMENT GRANTS/OTHER CHARITIES

No government grants were received in the reporting period.

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2023 to 31st July 2024

NOTE 5 - ANALYSIS OF EXPENDITURE

B1 Expenditure of Raising funds	Unrestricted Funds £	Restricted Funds £	Total £	Prior year £
Fundraising Expenses	0	0	0	0
Total Expenditure Raising funds	0	0	0	0

B2 Expenditure on Charitable Activities

Direct Charitable Activities

Wages including PAYE and Pensions	(153,405)	0	(153,405)	(136,080)
Other Staff Costs	(1,871)	0	(1,871)	(2,418)
Preschool Resources & Activities	(10,517)	0	(10,517)	(9,401)
Premises	(13,819)	0	(13,819)	(15,910)
Consumables	(2,441)	0	(2,441)	(2,385)
Other costs	(3,953)	0	(3,953)	(1,391)
Bank Charges	(633)	0	(633)	(662)
Depreciation	(831)	0	(831)	(103)

Support Costs

Professional Fees	(7,825)	0	(7,825)	(8,423)
Administration	(1,628)	0	(1,628)	(1,845)

Governance

Governance	(154)	0	(154)	(105)
Total Charitable Activities	(197,077)	0	(197,077)	(178,723)

B3 Other Trading Activities				
	0	0	0	0
Total Trading Activities	0	0	0	0

TOTAL EXPENDITURE	(197,077)	0	(197,077)	(178,723)
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NOTE 6 - DETAILS OF CERTAIN ITEMS OF EXPENDITURE

Note 6.1 - Fees for Examination of the accounts

	This Year £	Last Year £
Independent examiner's fees	108	105
Assurance services other than audit or independent examination	0	0
Tax advisory fees	0	0
Other fees paid to independent examiner, e.g. financial advice, consultancy, accountancy services)		0
Total	108	105

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2023 to 31st July 2024

NOTE 7 – PAID EMPLOYEES

Note 7.1 – Staff Costs

	This Year £	Last Year £
Salaries and Wages	133,581	122,611
Social Security Costs	16,850	11,387
Workplace Pension Costs	2,974	2,082
Other employee Benefits	0	0
Total	153,405	136,080

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

Note 7.2 – Average Head Count in the Year

	This Year No	Last Year No
Charitable Activities	9	9

NOTE 8 – TANGIBLE FIXED ASSETS

Cost or Valuation	Preschool Equipment £
At the beginning of the year	516
Additions	3,640
Disposals	-
At end of the year	4,156
Depreciation	
At beginning of the year	206
Disposals	
Depreciation	831
At end of the year	1,037
Net book value	
Net book value at the beginning of the year	309
Net book value at the end of the year	3,118

NOTE 9 – DEBTORS AND PREPAYMENTS

	This Year £	Last Year £
Fees from Parents	0	0
Prepayments/Accrued income	68	0
Totals	68	0

There are no debtors recoverable in more than 1 year included in the above figures.

WEST TOWN PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1053421

NOTES TO THE ACCOUNTS

For the Period 1st August 2023 to 31st July 2024

NOTE 10 – CASH AT BANK AND IN HAND

	This Year £	Last Year £
Santander Current	174,145	111,757
Santander Savings	182,734	174,067
Petty Cash	188	0
Totals	357,067	285,824

NOTE 11 – CREDITORS AND ACCRUALS

	This Year £	Last Year £
Trade creditors	1,544	697
Accruals and deferred income	108	105
PAYE / NI Contributions	587	985
Totals	2,239	1,787

There are no creditors payable in more than 1 year included in above figures.

NOTE 12 – TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or related entity.

No trustee expenses have been incurred.

This independent examiners report relates to the accounts of

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

Accounts are prepared for the period ended 31st July 2024

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

Or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed Mark J. Ruffles

Date 30/10/24

Mark Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

WEST TOWN PRE SCHOOL PLAYGROUP

England & Wales - Charity number 1053421

Accounts

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

ANNUAL REPORT AND ACCOUNTS

For the period

1st August 2022 to 31st July 2023

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2023**

The trustees present their report and independently examined financial statements for the year ended 31st July 2023.

Reference and Administrative Details:

Registered Name:	West Town Pre-school Playgroup	
Charity No:	1053421	
Operational Address:	West Town Primary Academy Midland Road West Town Peterborough PE3 6DD	
Trustees at date of Report:	Chairperson	Izabela Wozniak
	Vice Chair	Geraldine Powell
	Members	Julanta Ahmed Munawar Bi Fakhra Kousar Grazyna Gruchel Ismat Nawaz
Bankers:	Santander Bank	
Independent Examiner:	Mark J Ruffles & Co 4 Baron Court Werrington Peterborough PE4 7ZE	

Structure Governance and Management

This is a membership organisation governed by the model Pre-school Learning Alliance Constitution 2011, which was adopted at the Annual General Meeting held on 28th June 2021. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Committee members are appointed / confirmed at the Annual General Meeting. All Committee members give their time on a voluntary basis and receive no remuneration or other benefits.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2023**

Objects and Activities

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

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

Public benefit

The trustees and staff carefully consider the Charity Commission's guidance on public benefit when setting objectives and planning activities. All families within the local community are encouraged to use our services. Fees are kept low so that our childcare remains affordable to all. All children are eligible for Nursery Education Funding, which is provided by the Local Authority, the term after they become 3 years old.

Achievements and Performance

The preschool has been in regular communication with the head teacher regarding the tenancy agreement, and we are pleased to confirm that we have secured a new tenancy from July 2024 to July 2027. We have a good relationship with the school, working very closely with the Safeguarding Officer, SENCO, and reception class teachers.

The preschool rooms are now fully booked, with the appropriate staff-to-child ratios. Full day sessions have significantly benefited the children, with children settling in easier and achieving more throughout the day. Our staff have been able to build closer relationships with the children, better supporting their learning and development and any additional needs.

We have three members of staff working towards Level 3 childcare qualifications, while the remainder of the team has already achieved a Level 3 qualification. The rest of the staff are already qualified at Level 3. The Manager and Deputy manager continue to work closely together to achieve the preschool goals, and support staff, children, and parents.

Each member of staff has undergone training in Special Educational Needs and Behaviour Management during half-term breaks. Additionally, they are up to date with mandatory First Aid,

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2023**

Food Hygiene, and Safeguarding Training. Staff are encouraged and supported to enhance their professional development through access to training courses, ensuring they remain up to date with requirements and continuously improve their knowledge and understanding of their role in supporting children's learning.

We are proud to have been selected by Early Years to participate in a pilot scheme for sing and learn, for which we will receive a grant. The preschool received positive feedback when Early Years visited to observe the children's progress.

The autism team has visited the preschool to help staff, which has worked well. We have also had visits from OT, Physio, and Speech and Language, and we have received a lot of positive feedback on how well the setting are dealing with children with additional needs.

Although this year has presented challenges, due to the growing number of children with special needs and more children attending, our dedicated team has successfully supported the children through their time at preschool and starting school. Staff have supported children and families who are unable to communicate in English and where children have learning or developmental delays. Peterborough Early Years Team and the school have complimented the preschool on getting the right support in place before children start school, which has a significant impact on the child's transition into school life. The manager's ongoing SENCO Level 3 training will help her to gain more knowledge and confidence in supporting children and families to access the help they need.

We are continuing to use 'Tapestry' and every child has a personal online learning journey which records photos, observations, and comments, which will build a record of the child's experiences during their time with us. This also helps us to clearly see the children's development, and parents can participate in the children's learning, sharing comments, photos, and videos from home. Tapestry has streamlined some of our work, allowing us to spend more quality time with the children.

We are slowly introducing more parents' involvement and pre-school is encouraging parents to join different sessions, for example 'Stay and Play' where parents are invited to spend time with their children at pre-school and share their experiences. We were also able to invite parents to Mother's and Father's Day. We have finished the year with a lovely graduation for the school leavers. We hold parents' consultation days over the phone and in the setting. We have had visits this year from the police, zoo lab, road safety and the children seemed to really enjoy this. We took the children out for walks and visited the Maltings to sing songs to the elderly at Easter.

We continue to work closely with the school's reception class teacher which helps the children to settle easier when transitioning into reception class, and also provides families of children with special needs the opportunity to share information to help the school to prepare.

Early Years have fed back that they are very impressed with the setting. It has been rewarding for the team to receive acknowledgement for their hard work and to know that they are making a difference to the community.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2023**

Reserves policy

Reserves act as a cushion for any loss of income and unforeseen situations. Throughout the year the balances remained over the reserves level, currently set at £123,068. Reserves are calculated using the amounts needed to settle any redundancy payments in case of an unplanned closure, plus £100,000 has been set aside to help towards the cost of new premises if these are needed.

Financial Review

The Trustees are required to prepare financial statements which give a true and fair view of the financial position of the Charity. In preparing these financial statements the Trustees are required to make judgements and estimates that are reasonable and prudent. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities. The Committee aim to apply all funds received to the charitable objects.

Receipts and Payments accounts track payments in out of the bank account and there are no adjustments made at year-end.

The total receipts figures increased by £30,458 compared to the previous year. This was a result of increased SEND funding to support children with additional needs (from £9,653 last year to £31,812 this year) and increases in NEF funding rates. Interest rates on the savings account have also improved and we received £3,532 interest.

The total payments figure has also increased to £179,007 (an increase of £19,064 from last year). The main increase can be seen in staffing costs following the recruitment of two staff on temporary appointments to support higher needs within the setting and to reduce the pressure of existing staff, but also due to the 6.6% increase in National Living Wage.

Spending across all other areas has also increased because of inflation. The school also introduced a new charge for utilities with effect from September 2022 (gas, electricity, and water) which cost an additional £1,818 over the year.

Overall, the preschool made a surplus of £40,792, leaving a final closing cash balance for the year of £285,825.

This Report has been approved by the Trustees and has been signed on their behalf by:

Signature: *Wozniak ?*

Full Name: *Izabela Wozniak*

Date: *01/05/2024*

WEST TOWN PRESCHOOL

Registered Charity No: 1053421

RECEIPTS AND PAYMENTS FOR THE FINANCIAL PERIOD ENDING 31ST JULY 2023

	UNRESTRICTED FUNDS Year Ended 31/07/2023	TOTAL FUNDS Year Ended 31/07/2022
<u>RECEIPTS</u>	£	£
NEF Funding	169,752	163,949
Other Funding (Local Authority)	31,812	9,914
Fees	14,301	14,502
Bank Interest	3,532	146
Other Income	81	734
Grants	0	0
Fund Raising and Donations	321	96
TOTAL RECEIPTS	<u>219,799</u>	<u>189,341</u>
<u>PAYMENTS</u>		
Wages inc Inland Revenue payments	(136,919)	(126,317)
Training Total	(1,504)	(551)
Other Staff Costs	(909)	(179)
Resources for Children	(6,143)	(4,961)
Resources for Setting	(2,947)	(3,702)
Resources for Outside	(244)	(283)
Food and Drink	(1,217)	(769)
Consumables	(1,168)	(1,170)
Premises	(15,685)	(12,366)
Fees and Subscriptions	(9,610)	(7,620)
Administration	(1,846)	(1,267)
Bank Charges	(619)	(516)
Other Costs	(196)	(199)
Fundraising	0	(43)
TOTAL PAYMENTS	<u>(179,007)</u>	<u>(159,943)</u>
Net of Receipts/(Payments)	40,792	29,398
Balance b/fwd	245,032	215,634
Balance c/fwd	<u>285,824</u>	<u>245,032</u>

WEST TOWN PRESCHOOL

Registered Charity No: 1053421

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST JULY 2023

	UNRESTRICTED FUNDS AS AT 31/07/2023	TOTAL FUNDS AS AT 31/07/2022
<u>CASH FUNDS</u>	£	
Santander (Current)	111,757	174,400
Santander (Savings)	174,067	70,535
Petty Cash	0	97
Total Cash Funds	285,824	245,032
<u>OTHER ASSETS</u>		
HMRC - PAYE	0	0
PCC - Summer 2023 NEF Funding	1,617	0
Zig Zag - Photo Commission	0	153
	1,617	153
<u>LIABILITIES</u>		
Independent Examination	105	105
Tandem Payroll	293	0
Zero Dry Time	225	0
	623	105

I approve the Receipts and Payments Accounts set out on page 1 and above and confirm that all relevant records and information has been made available for their preparation.

Signed on behalf of the Trustees:

[Signature]
.....
Signature

Isabela Wozniak
.....
Name

NOTES

1. No trustees received remuneration or reimbursements in the period above.

This independent examiners report relates to the accounts of

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

Accounts are prepared for the period ended 31st July 2023

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

Or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

M. J. Ruffles

Date

02/11/2023

Mark Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

WEST TOWN PRE SCHOOL PLAYGROUP

England & Wales - Charity number 1053421

Accounts

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

ANNUAL REPORT AND ACCOUNTS

For the period

1st August 2021 to 31st July 2022

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2022**

The trustees present their report and independently examined financial statements for the year ended 31st July 2022.

Reference and Administrative Details:

Registered Name: West Town Pre-school Playgroup

Charity No: 1053421

Operational Address: West Town Primary Academy
Midland Road
West Town
Peterborough
PE3 6DD

Trustees at date of Report:	Chair Person	Izabela Wozniak
	Vice Chair	Geraldine Powell
	Members	Julanta Ahmed
		Munawar Bi
		Fakhra Kousar
		Grazyna Gruchel
		Ismat Nawaz

Bankers: Santander Bank

Independent Examiner: Mark J Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

Structure Governance and Management

This is a membership organisation governed by the model Pre-school Learning Alliance Constitution 2011, which was adopted at the Annual General Meeting held on 28th June 2021. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Committee members are appointed / confirmed at the Annual General Meeting. All Committee members give their time on a voluntary basis and receive no remuneration or other benefits.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2022**

Objects and Activities

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

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

Public benefit

The trustees and staff carefully consider the Charity Commission's guidance on public benefit when setting objectives and planning activities. All families within the local community are encouraged to use our services. Fees are kept low so that our childcare remains affordable to all. All children are eligible for Nursery Education Funding, which is provided by the Local Authority, the term after they become 3 years old.

Achievements and Performance

We have a great relationship with the school, working very closely with the school Safeguarding Officer, SENCO and reception class teachers. We have signed a formal lease which takes us to July 2024.

We seem to have overcome the issues caused by Covid-19 with higher numbers of children enrolling in September 2021, and more children joining the year. Changing to full day sessions during Covid-19 period has really benefited the children. Full days have resulted in children settling in easier and achieving more throughout the day, providing staff with greater opportunities to build close relationships with the children, whilst teaching and supporting their learning and development, and any additional needs.

The year has been challenging due to the increasing numbers of children with additional needs in both rooms, with some children unable to speak English. We have worked hard to support children who are having some learning or developmental delays, helping parents through the referral process when necessary.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2022**

Practitioners are completing ongoing training to improve their knowledge in supporting children with diagnoses and other additional needs. They have also accessed other training opportunities to ensure they are up to date with requirements and have better knowledge and understanding of their role in supporting children's learning. Each staff member is supported by the management team to enhance their professional development.

We use 'Tapestry' which provides every child with a personal online learning journey, recording photos, observations and comments to build a record of their experience at preschool. Tapestry also helps us to clearly see the children's development, and parents can participate in the children's learning by sharing comments, photos and videos from home.

We are slowly starting to re-introduce parents' involvement in pre-school by encouraging them to join different sessions, for example a 'Stay and Play' session. We are hoping to start different activities in the coming months.

We continue to work closely with the reception class teacher in school as this really helps the children to settle when transitioning into reception. This provides the opportunity for both preschool and families of children with additional needs to share information and concerns before the child starts school. In turn the school can better prepare their environment for children to have a smoother transition.

Reserves policy

Reserves act as a cushion for any loss of income and unforeseen situations. Throughout the year the balances remained over the reserves level, currently set at £110,902. Reserves are calculated using the amounts needed to settle any redundancy payments in case of an unplanned closure, plus £100,000 has been set aside to help towards the cost of new premises if these are needed.

Financial Review

The Trustees are required to prepare financial statements which give a true and fair view of the financial position of the Charity. In preparing these financial statements the Trustees are required to make judgements and estimates that are reasonable and prudent. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities. The Committee aim to apply all funds received to the charitable objects.

Receipts and Payments accounts track payments in out of the bank account and there are no adjustments made at year-end.

An analysis of income from NEF Funding and fees shows that there has been a 19% increase compared to the previous year. This follows on from a 12% reduction the previous year but still doesn't match the income levels before the pandemic.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2022**


Overall, income reduced by £3,111 when compared with the accounts for year ending 2021, when the furlough scheme and other Covid grants helped the preschool to sustain income levels.

Staffing costs have risen by £21,599 over the year. The preschool recruited a part-time member of staff in April 2021 and the full cost of this is showing in this year's accounts, but also there have been two pay increases. The first was in September 2021 following the customary pay review, and then there was another increase in April 2022 to adjust for the large increase in National Living Wage (6.6%). There has been a further increase in hourly rates in September 2022.

Spending on children's resources and other equipment for the setting has risen in the past year but all other costs have remained reasonably constant.

The final closing cash balance for the year was £245,032.

This Report has been approved by the Trustees and has been signed on their behalf by:

Signature:  Full Name: Izabela Wozniak
Date: 22/5/23

WEST TOWN PRESCHOOL

Registered Charity No: 1053421

RECEIPTS AND PAYMENTS FOR THE FINANCIAL PERIOD ENDING 31ST JULY 2022

	UNRESTRICTED FUNDS	TOTAL FUNDS
	Year Ended	Year Ended
	31/07/2022	31/07/2021
<u>RECEIPTS</u>	£	£
NEF Funding	163,949	147,294
Other Funding (Local Authority)	9,914	33,058
Fees	14,502	2,781
Bank Interest	146	0
Other Income	734	1
Grants	0	9,306
Fund Raising and Donations	96	12
TOTAL RECEIPTS	189,341	192,452
<u>PAYMENTS</u>		
Wages inc Inland Revenue payments	(126,317)	(104,718)
Training Total	(551)	(272)
Other Staff Costs	(179)	0
Resources for Children	(4,961)	(1,160)
Resources for Setting	(3,702)	(980)
Resources for Outside	(283)	(486)
Food and Drink	(769)	(551)
Consumables	(1,170)	(864)
Premises	(12,366)	(15,752)
Fees and Subscriptions	(7,620)	(7,179)
Administration	(1,267)	(638)
Bank Charges	(516)	(242)
Other Costs	(199)	0
Fundraising	(43)	0
TOTAL PAYMENTS	(159,943)	(132,842)
Net of Receipts/(Payments)	29,398	59,610
Balance b/fwd	215,634	156,024
Balance c/fwd	245,032	215,634

WEST TOWN PRESCHOOL
Registered Charity No: 1053421

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST JULY 2022


<u>CASH FUNDS</u>	UNRESTRICTED FUNDS AS AT 31/07/2022	TOTAL FUNDS AS AT 31/07/2021
	£	
Santander (Current)	174,400	145,225
Santander (Savings)	70,535	70,389
Petty Cash	97	0
Fees Float	0	20
Total Cash Funds	245,032	215,634
 <u>OTHER ASSETS</u>		
HMRC - PAYE	0	0
Zig Zag - Photo Commission	153	0
	153	0
 <u>LIABILITIES</u>		
Independent Examination	105	105
	105	105

I approve the Receipts and Payments Accounts set out on page 1 and above and confirm that all relevant records and information has been made available for their preparation.

Signed on behalf of the Trustees:


.....

Signature


.....

Name

NOTES

1. No trustees received remuneration or reimbursements in the period above.

This independent examiners report relates to the accounts of

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

Accounts are prepared for the period ended 31st July 2022

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

Or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date

31/10/2022

Mark Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

WEST TOWN PRE SCHOOL PLAYGROUP

England & Wales - Charity number 1053421

Accounts

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

ANNUAL REPORT AND ACCOUNTS

For the period

1st August 2020 to 31st July 2021

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2021**

The trustees present their report and independently examined financial statements for the year ended 31st July 2021.

Reference and Administrative Details:

Registered Name: West Town Pre-school Playgroup

Charity No: 1053421

Operational Address: West Town Primary Academy
Midland Road
West Town
Peterborough
PE3 6DD

Trustees at date of Report:

Chair Person	Izabela Wozniak
Vice Chair	Geraldine Powell
Secretary	Julanta Ivaska
Members	Munawar Bi Fakhra Kousar Grazyna Gruchel Ismat Nawaz

Bankers: Santander Bank

Independent Examiner: Mark J Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

Structure Governance and Management

This is a membership organisation governed by the model Pre-school Learning Alliance Constitution 2011, which was adopted at the Annual General Meeting held on 28th June 2021. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Committee members are appointed / confirmed at the Annual General Meeting. All Committee members give their time on a voluntary basis and receive no remuneration or other benefits.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2021**

Objects and Activities

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

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

Public benefit

The trustees and staff give careful consideration to the Charity Commission's guidance on public benefit when setting objectives and planning activities. All families within the local community are encouraged to use our services. Fees are kept low so that our childcare remains affordable to all. All children are eligible for Nursery Education Funding, which is provided by the Local Authority, the term after they become 3 years old.

Achievements and Performance

We returned to pre-school in the Autumn with less children than usual, and with staff on reduced hours to help finances whilst the income was less. The situation quickly improved; more children enrolled and staff were able to return to their full-time hours from November 2020.

We have seen an increase in the number of children with special needs in one of our rooms, as well as children who were unable to speak any English. We have worked hard to support all children with learning or developmental delays, supporting parents through the referral process when necessary.

Staff completed an 'Understanding Autism' course to improve their knowledge in supporting children with diagnoses. Staff access courses on a regular basis to ensure they develop their professional knowledge to improve their knowledge and understanding of their role in supporting the children's learning.

The staff work very hard as a team, communicating well with each other. The support of our staff, parents and committee has been invaluable during the pandemic.

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2021**

Reserves policy

Reserves act as a cushion for any loss of income and unforeseen situations. Throughout the year the balances remained over the agreed reserves level of £70,000. It has since been agreed to increase the reserves figure to £100,000 plus redundancy payments and costs as set out above to safeguard the preschool in case there is a requirement to find new premises.

Financial Review

The Trustees are required to prepare financial statements which give a true and fair view of the financial position of the Charity. In preparing these financial statements the Trustees are required to make judgements and estimates that are reasonable and prudent. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities. The Committee aim to apply all funds received to the charitable objects.

Receipts and Payments accounts track payments in out of the bank account and there are no adjustments made at year-end.

An analysis of income received from NEF Funding and fees shows that there has been a reduction of £19,740 compared to the previous year (12%). As this was anticipated, action was taken to reduce staffing levels / hours whilst there were less children and this led to an overall reduction in staffing costs of £27,229 over the year. Staffing levels were increased during the summer term in line with more children attending.

Costs have otherwise remained fairly constant when compared with 2019 2020 accounts year, although rent costs are higher as the school deferred payment of rent from February 2020 onwards, which was paid in March 2020.

The preschool was able to access financial support from the local authority and also the job retention scheme during the year, as follows:

- £9,306 job retention and statutory sick pay scheme
- £14,362 local authority grants

There were no fundraising activities during the year and the final closing cash balance for the year was £215,634.

Due to the amount of available funds above the reserves, the committee will be considering how best to invest in the preschool to improve the provision, such as:

- Equipment/initiatives to improve children experiences.
- Training/benefits/initiatives to improve staff retention, well-being and engagement.

WEST TOWN PRESCHOOL

Registered Charity No: 1053421

RECEIPTS AND PAYMENTS FOR THE FINANCIAL PERIOD ENDING 31ST JULY 2021

	UNRESTRICTED FUNDS	TOTAL FUNDS
	Year Ended	Year Ended
	31/07/2021	31/07/2020
<u>RECEIPTS</u>	£	£
NEF Funding	147,294	160,422
Other Funding (Local Authority)	33,058	3,151
Fees	2,781	9,967
Bank Interest	0	248
Other Income	1	81
Grants	9,306	1,495
Fund Raising and Donations	12	105
TOTAL RECEIPTS	192,452	175,469
<u>PAYMENTS</u>		
Wages inc Inland Revenue payments	(104,718)	(131,947)
Training Total	(272)	(309)
Other Staff Costs	0	(376)
Resources for Children	(1,160)	(1,835)
Resources for Setting	(980)	(555)
Resources for Outside	(486)	(144)
Food and Drink	(551)	(1,603)
Consumables	(864)	(486)
Premises	(15,752)	(9,739)
Fees and Subscriptions	(7,179)	(6,316)
Administration	(638)	(525)
Bank Charges	(242)	(467)
Other Costs	0	(96)
Fundraising	0	0
TOTAL PAYMENTS	(132,842)	(154,398)
Net of Receipts/(Payments)	59,610	21,071
Balance b/fwd	156,024	134,953
Balance c/fwd	215,634	156,024

WEST TOWN PRESCHOOL

Registered Charity No: 1053421

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST JULY 2021

	UNRESTRICTED FUNDS AS AT 31/07/2021	TOTAL FUNDS AS AT 31/07/2020	
<u>CASH FUNDS</u>	£		
Santander (Current)	145,225	85,528	
Santander (Savings)	70,389	70,389	
Petty Cash	0	87	
Fees Float	20	20	
Total Cash Funds	215,634	156,024	
<u>OTHER ASSETS</u>			
HMRC - PAYE	Note 2	0	231
CJRS Claim	Note 3	0	632
		0	863
<u>LIABILITIES</u>			
Independent Examination		105	105
Rent	Note 4	1,200	6,000
		1,305	6,105

I approve the Receipts and Payments Accounts set out on page 1 and above and confirm that all relevant records and information has been made available for their preparation.

Signed on behalf of the Trustees:

Wozniak 2.
.....

Signature

IZABELA WOZNIAK
.....

Name

NOTES

1. No trustees received remuneration or reimbursements in the period above.
2. PAYE is in credit by £230.78 due to SMP recovery.
3. CJRS Claim for July 20 for £631.83 has not yet been received.
4. 2019 2020 - payment due for rent from February 2020 onwards paid 2020 2021.
2020 2021 - July 21 rent is outstanding.

This independent examiners report relates to the accounts of

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

Accounts are prepared for the period ended 31st July 2021

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

Or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

M. J. Ruffles

Date

18/10/2021

Mark Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

WEST TOWN PRE SCHOOL PLAYGROUP

England & Wales - Charity number 1053421

Accounts

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

ANNUAL REPORT AND ACCOUNTS

For the period

1st August 2019 to 31st July 2020

**West Town Preschool Playgroup
Trustee Annual Report
For the year ended 31st July 2020**

The trustees present their report and independently examined financial statements for the year ended 31st July 2020.

Reference and Administrative Details:

Registered Name:	West Town Pre-school Playgroup	
Charity No:	1053421	
Operational Address:	West Town Primary Academy Midland Road West Town Peterborough PE3 6DD	
Trustees at date of Report:	Chair Person	Izabela Wozniak
	Vice Chair	Geraldine Powell
	Members	Adewale Adeoye Munawar Bi Aysha Hussain Julanta Ivaska Ismat Nawaz
Bankers:	Santander Bank	
Independent Examiner:	Mark J Ruffles & Co 4 Baron Court Werrington Peterborough PE4 7ZE	

Structure Governance and Management

This is a membership organisation governed by the model Pre-school Learning Alliance Constitution 2005, which was adopted at the Annual General Meeting held on 5th June 2008. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Committee members are appointed / confirmed at the Annual General Meeting. All Committee members give their time on a voluntary basis and receive no remuneration or other benefits.

Objects and Activities

The aims are, as set out in the constitution, 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 and by:

West Town Preschool Playgroup Trustee Annual Report For the year ended 31st July 2020

- (a) Offering appropriate play, education and care facilities;
- (b) Encouraging the study of the needs of the children and their families and promoting public interest in and recognition of such needs in the local areas;
- (c) Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

Public benefit

The trustees and staff give careful consideration to the Charity Commission's guidance on public benefit when setting objectives and planning activities. All families within the local community are encouraged to use our services. Fees are kept low so that our childcare remains affordable to all. All children are eligible for Nursery Education Funding, which is provided by the Local Authority, the term after they become 3 years old.

Achievements and Performance

We continue to meet EYFS legal requirements, and we are now using 'Tapestry' and each child have a personal online learning journey which records, photos, observations, and comments in line with the Early Years Foundation stage, which will build a record of your child's experiences during their time with us. This also helps us to clearly see the children development, and parents can participate in their child's learning.

Unfortunately, due to the pandemic we were unable to continue with our outings and trips, such as walks around the local area visiting shops, the post office, etc. It was also more difficult to meet and invite parents to the sessions we have offered previously, such as stay and play sessions and book café. We had to cancel our March consultation day ahead of closing the pre-school on March 23rd to ensure our staff and children were kept safe.

During lockdown Children on Early Help were supported via the phone for SEN review meetings and the families were contacted every week to see how they are getting on. We kept in contact with our other families regularly to check how they were. We supported one family by taking food parcels to them, and two other families were supported by food parcels donated by the church a previous staff member attended.

In May we started to prepare to reopen following the government guidance on how to do so safely and we had to change our opening times to fit in with the school. This meant that some of our plans for the year had to be cancelled. We created bubbles which resulted in a reduced number of places available. We prioritised places for children of key workers, SEN children and school children but some families decided not to return due to their concerns about Covid.

As less children enrolled for September 2020 the preschool had to make some difficult decisions regarding reduction of staff hours, which took effect from the Autumn term. In addition, the contract with our apprentice was not renewed and two leavers were not replaced. However, things have improved since and staff were able to return to their full-time hours from November 2020.

The staff work hard as a team and they communicate well with each other. We are grateful to the staff, committee and parents for their understanding and support throughout the pandemic.

WEST TOWN PRESCHOOL
Registered Charity No: 1053421

RECEIPTS AND PAYMENTS FOR THE FINANCIAL PERIOD ENDING 31ST JULY 2020

	UNRESTRICTED FUNDS	TOTAL FUNDS
	Year Ended	Year Ended
	31/07/2020	31/07/2019
<u>RECEIPTS</u>	£	£
NEF Funding	160,422	180,718
Other Funding	3,151	1,316
Fees	9,967	12,559
Bank Interest	248	216
Other Income	1,576	19
Fund Raising and Donations	105	242
TOTAL RECEIPTS	<u>175,469</u>	<u>195,070</u>
<u>PAYMENTS</u>		
Wages inc Inland Revenue payments	(131,947)	(124,925)
Training Total	(309)	(1,103)
Other Staff Costs	(376)	(371)
Resources for Children	(1,835)	(3,003)
Resources for Setting	(555)	(742)
Resources for Outside	(144)	(14)
Food and Drink	(1,603)	(3,428)
Consumables	(486)	(447)
Premises	(9,739)	(13,249)
Fees and Subscriptions	(6,316)	(7,981)
Administration	(525)	(735)
Bank Charges	(467)	(305)
Other Costs	(96)	0
Fundraising	0	0
TOTAL PAYMENTS	<u>(154,398)</u>	<u>(156,303)</u>
Net of Receipts/(Payments)	21,071	38,767
Balance b/fwd	134,953	96,186
Balance c/fwd	<u>156,024</u>	<u>134,953</u>

WEST TOWN PRESCHOOL

Registered Charity No: 1053421

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST JULY 2020

	UNRESTRICTED FUNDS AS AT 31/07/2020	TOTAL FUNDS AS AT 31/07/2019
<u>CASH FUNDS</u>	£	
Santander (Current)	85,528	64,486
Santander (Savings)	70,389	70,177
Petty Cash	87	270
Fees Float	20	20
Total Cash Funds	156,024	134,953
<u>OTHER ASSETS</u>		
HMRC - PAYE	Note 2 231	0
CJRS Claim	Note 3 632	0
	863	0
<u>LIABILITIES</u>		
July PAYE Payment	0	783
Independent Examination	105	105
Rent	Note 4 6,000	0
	6,105	888

I approve the Receipts and Payments Accounts set out on page 1 and above and confirm that all relevant records and information has been made available for their preparation.

Signed on behalf of the Trustees:

Wozniak I
Signature

IZABELA WOZNIAK
Name

NOTES

1. No trustees received remuneration or reimbursements in the period above.
2. PAYE is in credit by £230.78 due to SMP recovery.
3. CJRS Claim for July for £631.83 has not yet been received.
4. Rent has not been paid since February 2020 due to lockdown. It has been agreed that payment can be deferred until the new academic year.

This independent examiners report relates to the accounts of

WEST TOWN PRESCHOOL

Charity Commission Registered No: 1053421

Accounts are prepared for the period ended 31st July 2020

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

Or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date

09/10/2020

Mark Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE