

**Stanton Drew & Pensford Preschool**  
**Annual Report: 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021**  
**Registered Charity Number: 1055041**

**The Aims of our Charity**

Our charity provides high quality, affordable education and childcare for local families. We offer opportunities for high quality early learning, with lots of outdoor and forest school activities, to children aged between 2 years and 5 years old. We have a strong focus on the needs of the individual and in supporting each child's development. We are committed to being a fully inclusive setting. We prioritise the wellbeing of staff. We are a voluntary run setting and proud to be a parent/committee led preschool.

**Summary of Accounts for Financial Year Ended 31<sup>st</sup> August 2021**

The accounts for this financial year show a significant loss of just under £9,000. This loss was created by two factors – one intentional and one exceptional. Preschool has sufficient reserve and other funds to cover this year's loss and we do not currently need to move money from our savings account but may need to do so at some point in the next financial year to cover salary payments.

**Intentional Spending of Surplus Funds**

As stated in last year's annual report, it was our intention during this financial year to make our current setting leader redundant, with her agreement, because the working pattern needed by preschool no longer aligned with the hours she was contracted to do. Having changed to a part time role, in order to take on family caring duties, she did not wish to change back to being a full-time setting leader, due to the workload involved. We therefore needed to make her redundant to create a full-time role.

Having tried to recruit a fourth staff member to work alongside the leader's part-time role, it had become apparent that it would not be possible to find someone to take this on. The goal then became to replace the current setting leader with a full-time leader. We were successful in appointing our new leader, Nicky Sparkes, to this full-time post, and there was a handover period.

We had sufficient funds allocated in our Reserve Fund each year to make our previous setting leader redundant. It was voted on and agreed at a committee meeting in summer 2020 that we would offer her redundancy. The payment required was approximately £5,000, funds which had been set aside for this eventuality and now utilised.

With a second member of staff handing in her notice during this financial year, this meant that we could review and reallocate various aspects of staff roles. Our deputy has taken on the SENCO role, with our lead practitioner taking on the Admin role, in addition to running the setting. We are now fully staffed with 3 full-time members of staff, including a new apprentice who we are training up. All staff were given a pay rise in line with the % increase in the minimum wage in April 2021.

## **Exceptional Spending of Funds**

Unfortunately, in September 2020, preschool was informed that the rental charge for the Village Hall was going to be increased, so that preschool would move from paying a daily discounted rate (the situation for over 40 years) to paying a full hourly rate for all the hours that we used the hall. Preschool was notified that this change would happen in the following increments:

Current rent (Aug 2020 – Aug 2021) @ £18 a day = £3,600

Aug 2021 - Aug 2022 @ £5p/h = £7125

Aug 2022 - Aug 2023 @ £8p/h = £11400

With the proposed rental increases representing a tripling of our rent, and with the figure of £11,400 being more than 10% of our total annual turnover, it was not possible for preschool to meet these rental increases. Committee undertook to try and persuade the Hall Committee to change their plans for the increase. A member of preschool committee was elected onto the Hall Committee to represent preschool, replacing the setting leader who had left. However, despite reaching out to various local stakeholders on the advice of BANES (including local primary schools, the parish council, and so on), we were unable to persuade the Hall Committee to change their minds.

A search for new premises was undertaken and fortunately preschool found suitable premises in a nearby location. Meetings were undertaken by the chair of committee and the setting leader with the management of Norton Malreward Hall. An agreement was reached to move the setting over the summer of 2021 at a daily rental of £25 for Monday to Thursday, with no charge for Fridays when the preschool go to forest club. A location for our new forest club was identified and agreed. An application was made to Ofsted by the Chair of Committee and Preschool was given the go ahead to move to the new premises.

In order for the new premises to be safe, it was necessary to increase the height of the wall, install railings and level the front garden area. It was agreed with the Hall Committee that preschool would contribute 50% of the cost, with the other 50% being met by the Hall. The cost of the railings to preschool was around £3,400, with another £500-£1,000 of moving costs incurred, including skip hire and repairs to our shed.

## **Current Financial Position**

Preschool still has sufficient Reserve Funds to cover any situation in which the preschool might have to close, with all outstanding liabilities covered by this Fund. The Reserve Fund is recalculated annually to ensure that there would be sufficient funds in place to cover costs, particularly to pay any staff redundancies owing. Our Reserve Funds are in a deposit account to earn interest for the benefit of the Charity.

## **Our goals from last year**

1. With a new setting leader recruited, we will look to support her in implementing her vision for the future of the setting.

*This goal is currently underway and our new setting leader has settled in well and has introduced cookery and other new activities, including a daily walk.*

2. An important goal this year is to ensure that the setting remains sustainable, in light of the situation with Covid-19. This should be a top priority.

*By applying for furlough funds where necessary, due to lower numbers in the first term and over the lockdown period, and with increasing numbers of children in the summer term, preschool has remained sustainable in terms of income/expenditure (exceptional spending not included).*

3. Find new committee members to replace outgoing members.

*Committee members kindly stayed on during the pandemic period, attending virtual meetings to make decisions about preschool. We would like to thank them for their support during this difficult period.*

4. Continue to develop the setting via staff training, applying for grants and purchasing new resources.

*Due to the move and the pandemic, it has not been possible to do much in the way of fundraising. We have been focusing on ensuring all statutory training is up to date before considering other options. Staff did a major clear-out of old and damaged resources as part of the move.*

5. Improve communication with the hall committee and come to agreement over a contract between ourselves and the hall.

*See 'exceptional spending of surplus funds'. Preschool was unable to come to an agreement with the Stanton Drew Hall Committee and has now moved premises.*

### **Our goals for next year**

1. Settle into the new premises and support the new setting leader in settling into the role. Advertising and publicity for preschool at the new premises.

2. Preparations for a likely Ofsted inspection due to our having a new registration and a new setting leader. Hold discussions about curriculum and ensure new premises are up to scratch.

3. Encourage parents to return to fundraising efforts and to raise £2,000 annually to ensure preschool is sustainable.

4. Develop the new forest club area.

5. Encourage new parents to join committee. Ensure committee maintains a quorum.

Sue Cowley, Chair of Preschool Committee  
October 2021

# **ANTON DREW AND PENSFORD PRE-SCHOOL**

## **STATEMENT OF FINANCIAL POSITION**

	31/08/2021	31/08/2020	31/08/2019	31/08/2018	31/08/2017	31/08/2016	31/08/2015	31/08/2014	31/08/2013	31/08/2012	31/08/2011	31/08/2010	31/08/2009
<b>Current Assets</b>													
Bank Account	£15,781.87	£24,809.26	£25,740.04	£24,805.43	£22,615.39	£21,760.20	£18,994.85	£16,666.76	£22,359.53	£18,559.10	£22,488.62	£11,204.35	£12,183
Petty Cash	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2.33	£2.33	£2.45	£0.39	£0.39	£118
Prepayments	£408.91	£317.35	£313.87	£312.23	£305.33	£297.35	£39.94	£285.54	£269.72	£263.63	£4,426.55	£251.06	£0
Total Current Assets	<u>£16,190.78</u>	<u>£24,926.61</u>	<u>£26,053.91</u>	<u>£25,117.66</u>	<u>£22,920.72</u>	<u>£22,057.55</u>	<u>£19,034.79</u>	<u>£16,954.63</u>	<u>£22,631.58</u>	<u>£18,825.18</u>	<u>£18,067.46</u>	<u>£11,455.80</u>	<u>£12,301</u>
<b>Current Liabilities</b>													
HMRC	£341.23	£14.85	£246.23	£0.00	£84.93	£0.00	£70.49	£0.00	£173.31	£260.00	£327.48	£243.62	£141
Accruals	£108.89	£699.01	£324.18	£1,173.62	£790.39	£19.27	£408.24	£146.22	£50.00	£50.00	£2,620.76	£1,076.00	£0
Income in Advance	£2,883.51	£3,890.04	£6,328.00	£4,362.00	£4,389.00	£4,639.29	£4,293.02	£3,366.94	£733.16	£634.91	£0.00	£0.00	£0
August Overtime	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	163
Total Current Liabilities	<u>£3,333.63</u>	<u>£4,803.90</u>	<u>£6,898.41</u>	<u>£5,555.62</u>	<u>£5,264.32</u>	<u>£4,658.56</u>	<u>£4,771.76</u>	<u>£3,533.16</u>	<u>£956.47</u>	<u>£944.91</u>	<u>£2,948.24</u>	<u>£1,319.62</u>	<u>£305</u>
<b>Net Assets</b>	<u>£12,857.15</u>	<u>£20,322.71</u>	<u>£19,155.50</u>	<u>£19,562.04</u>	<u>£17,656.40</u>	<u>£17,398.99</u>	<u>£17,263.03</u>	<u>£13,421.47</u>	<u>£21,675.11</u>	<u>£17,880.27</u>	<u>£15,114.22</u>	<u>£10,136.18</u>	<u>£11,996</u>
<b>Reserves B/F 1st Sept.</b>	<u>£20,322.71</u>	<u>£19,155.50</u>	<u>£19,562.04</u>	<u>£17,656.40</u>	<u>£17,398.99</u>	<u>£14,263.03</u>	<u>£13,421.47</u>	<u>£21,675.11</u>	<u>£17,880.27</u>	<u>£15,114.22</u>	<u>£10,136.18</u>	<u>£11,996.02</u>	<u>£13,559</u>
<b>Net Income for Year</b>	<u>£7,465.56</u>	<u>£1,167.21</u>	<u>£406.54</u>	<u>£1,905.64</u>	<u>£257.41</u>	<u>£3,135.95</u>	<u>£841.57</u>	<u>£8,253.64</u>	<u>£3,794.84</u>	<u>£2,766.05</u>	<u>£4,978.04</u>	<u>£1,859.84</u>	<u>£1,563</u>
<b>Total Reserves</b>	<u>£12,857.15</u>	<u>£20,322.71</u>	<u>£19,155.50</u>	<u>£19,562.04</u>	<u>£17,656.40</u>	<u>£17,398.99</u>	<u>£14,263.03</u>	<u>£13,421.47</u>	<u>£21,675.11</u>	<u>£17,880.27</u>	<u>£15,114.22</u>	<u>£10,136.18</u>	<u>£11,996</u>
	£0.00												

Treasurer

*M. S. A.*

# STANTON DREW AND PENSFORD PRE-SCHOOL

## PROFIT & LOSS STATEMENT FOR YEAR ENDING 31st AUGUST 2021

	2020-2021	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010	2008-2009
<b>INCOME</b>													
Fees	£7,218.25	£5,869.62	£9,508.93	£11,936.67	£12,410.21	£9,791.07	£5,904.28	£6,671.36	£4,401.53	£9,066.91	£10,474.06	£3,355.52	£4,772.00
Funding	£45,269.22	£41,234.20	£44,249.05	£33,766.86	£26,750.19	£29,108.32	£26,093.24	£20,428.36	£34,695.76	£31,461.74	£29,766.75	£22,481.30	£14,014.20
BANES Capital Funding	£0.00	£0.00	£0.00	£364.38	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£3,246.67	£2,650.00	£0.00
Grant To Cover Wages	£5,070.00	£5,105.27	£0.00	£0.00	£0.00	£0.00	£583.33	£1,222.69	£523.69	£1,158.90	£2,392.89	£0.00	£0.00
Fundraising	£357.39	£323.35	£1,297.83	£1,137.39	£2,137.50	£2,835.77	£3,404.33	£638.25	£929.71	£1,357.16	£2,459.18	£3,037.43	£4,045.83
Uniform	£231.00	£136.00	£137.00	£94.00	£86.00	£63.00	£0.00	£121.00	£74.50	£172.50	£160.30	£199.52	£31.30
Photographer Income	£0.00	£60.25	£27.00	£19.00	£0.00	£0.00	£0.00	£27.00	£56.67	£107.00	£360.50	£225.40	£618.85
Snacks	£1,122.00	£722.65	£923.68	£1,219.59	£664.66	£261.32	£3.01	£356.19	£525.43	£470.30	£396.55	£42.67	£0.00
Bank interest	£67.92	£80.89	£65.00	£90.29	£37.32	£30.99	£126.83	£41.37	£28.75	£10.49	£3.40	£0.00	£67.09
Misc	£0.00	£0.00	£11.03	£0.00	£0.00	£150.97	£45.71	£916.04	£10.50	£202.44	£370.45	£10.00	£435.75
Trips	£3.50	£0.00	£246.10	£82.00	£171.98	£145.65	£0.00	£0.00	£51.00	£0.00	£0.00	£0.00	£91.50
B&NES Training Grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£200.00	£0.00	£1,967.30	£2,260.00
<b>TOTAL INCOME</b>	<b>£59,339.28</b>	<b>£53,532.23</b>	<b>£56,465.62</b>	<b>£48,710.18</b>	<b>£42,183.22</b>	<b>£42,387.09</b>	<b>£36,160.73</b>	<b>£30,422.26</b>	<b>£41,297.54</b>	<b>£44,207.44</b>	<b>£49,630.75</b>	<b>£33,969.14</b>	<b>£26,336.52</b>
<b>EXPENDITURE</b>													
Wages	£48,440.74	£42,032.27	£42,637.64	£35,878.41	£31,384.84	£28,518.00	£28,723.43	£29,334.28	£29,147.94	£30,218.23	£30,484.44	£22,237.36	£19,200.51
Hall Rent	£3,420.00	£2,142.00	£3,207.00	£2,775.00	£2,820.00	£2,730.00	£2,825.00	£2,790.00	£2,068.00	£2,079.00	£1,991.00	£1,662.00	£1,370.00
Petty Cash	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£88.48	£53.57	£100.40	£997.95	£1,100.00
Snacks	£774.89	£760.28	£736.19	£911.40	£654.43	£322.31	£68.99	£262.91	£358.77	£461.63	£434.14	£0.00	£0.00
HMRC	£4,219.67	£2,546.14	£2,605.51	£1,595.70	£946.54	£1,074.85	£874.52	£1,570.78	£1,539.91	£1,900.41	£4,203.25	£2,212.62	£1,118.27
Insurance	£521.80	£472.55	£469.17	£461.44	£450.02	£438.62	£430.51	£412.49	£398.49	£389.51	£379.91	£155.53	£387.96
Advertising	£62.00	£207.26	£229.00	£341.40	£117.00	£169.20	£153.00	£197.60	£90.00	£85.00	£142.40	£331.00	£135.00
Photos	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£292.91	£417.77	£206.57
Running Costs	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,137.77	£218.71	£0.00
Special Events	£4,634.58	£0.00	£210.00	£199.50	£6.00	£240.00	£95.34	£393.20	£71.23	£143.37	£598.45	£0.00	£0.00
Toys/Books/Equipment	£237.31	£383.90	£2,703.35	£306.65	£333.36	£196.73	£74.05	£547.25	£225.37	£393.74	£3,081.11	£3,763.11	£1,742.85
Trips	£0.00	£0.00	£462.45	£190.00	£604.95	£0.00	£0.00	£0.00	£0.00	£0.00	£282.00	£159.00	£295.55
Miscellaneous	£546.36	£200.13	£245.40	£122.00	£304.81	£114.70	£228.21	£553.88	£406.46	£83.84	£977.55	£2,612.97	£1,153.79
Fundraising Costs	£0.00	£84.88	£0.00	£26.38	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£530.39	£1,060.96	£1,078.74
Paypal Account	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£73.96	£0.00	£16.99	£0.00	£0.00
Consumables	£64.79	£0.00	£0.00	£108.48	£706.35	£146.13	£10.96	£99.81	£42.27	£375.92	£0.00	£0.00	£0.00
Office Consumables	£660.31	£658.30	£1,329.53	£658.43	£1,651.14	£656.91	£432.26	£385.57	£234.96	£664.95	£0.00	£0.00	£0.00
Health/Hygiene Consumables	£200.00	£0.00	£34.34	£136.31	£26.13	£32.61	£174.48	£306.15	£214.10	£220.97	£0.00	£0.00	£0.00
Arts/Crafts	£0.00	£0.00	£95.66	£268.19	£40.86	£129.04	£77.41	£72.21	£204.93	£565.74	£0.00	£0.00	£0.00
Professional Services	£1,590.49	£1,389.01	£842.99	£179.79	£256.56	£1,029.05	£285.00	£906.75	£565.12	£1,017.68	£0.00	£0.00	£0.00
Furniture Equipment	£0.00	£0.00	£0.00	£1,220.00	£0.00	£2,317.20	£0.00	£0.00	£0.00	£1,826.58	£0.00	£0.00	£0.00
Staff Uniform	£131.40	£85.00	£0.00	£0.00	£235.42	£210.15	£0.00	£0.00	£8.55	£19.95	£0.00	£0.00	£0.00
Children Uniform	£365.20	£271.30	£95.20	£321.51	£588.40	£273.14	£0.00	£139.85	£100.45	£249.50	£0.00	£0.00	£0.00
Ofsted	£317.10	£242.00	£50.00	£50.00	£50.00	£50.00	£0.00	£50.00	£50.00	£50.00	£0.00	£0.00	£0.00
Accountants	£414.00	£644.00	£612.00	£630.00	£686.00	£380.00	£576.00	£433.05	£530.00	£420.00	£0.00	£0.00	£0.00
Training	£204.20	£246.00	£285.00	£423.95	£63.00	£222.50	£290.00	£220.12	£1,083.71	£222.00	£0.00	£0.00	£111.00
<b>TOTAL EXPENDITURE</b>	<b>£66,804.84</b>	<b>£52,365.02</b>	<b>£56,851.43</b>	<b>£46,804.54</b>	<b>£41,925.81</b>	<b>£39,251.14</b>	<b>£35,319.16</b>	<b>£38,675.90</b>	<b>£37,502.70</b>	<b>£41,441.39</b>	<b>£44,652.71</b>	<b>£35,828.98</b>	<b>£27,900.24</b>
<b>NET PROFIT/LOSS</b>	<b>-£7,465.56</b>	<b>£1,167.21</b>	<b>-£385.81</b>	<b>£1,905.64</b>	<b>£257.41</b>	<b>£3,135.95</b>	<b>£841.57</b>	<b>-£8,253.64</b>	<b>£3,794.84</b>	<b>£2,766.05</b>	<b>£4,978.04</b>	<b>-£1,859.84</b>	<b>-£1,563.72</b>



**Independent examiner's report to the trustees of  
STANTON DREW AND PENSFORD PRE-SCHOOL**

I report to the trustees on my examination of the accounts of the Stanton Drew and Pensford Pre-school for the year ended 31<sup>st</sup> August 2021.

**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 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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.

Signed:



Name: C O'Malley

Relevant professional qualification or membership of professional bodies (if any): -  
Address: The Little Cottage, Stanton Drew, Bristol, BS39 4EW  
Date: 19<sup>th</sup> May 2022