

## Trustee's annual report – 1<sup>st</sup> April 2023- 31<sup>st</sup> March 2024.

The Committee present their report with the financial statements of the charity for the year ended 31<sup>st</sup> March 2024-

### Section A- Reference and administration details.

Charity name	Cylch meithrin Pontyberem
Registered charity number	1066893
CIW number	W1600003203
Charity's principal address	Cylch Meithrin Pontyberem Ysgol Pontyberem Heol y Felin Pontyberem SA155EB

Name of the Charity Committee who manage the Charity-

Donna Collins	Trustee and committee Treasurer
Rachel Griffiths	Chair Person
Manon Mainwaring	Secretary
Anita Evans	Registered person

Committee selection methods- Elected and approved by parents of the cylch meithrin at meetings.

Name of the staff employed by the charity-

Claire Thomas	Leader
Manon Mainwaring	Deputy leader
Rebecca Davies	Assistant
Chelsea Snook	Assistant
Tina Jones	Assistant

Staff appointment methods- Committee interview candidates and appoint most suitable person.

### Section B- Structure, Governance and management.

Description of the charity's trusts-

Type of governing document	Constitution as from December 1997
How the charity is constituted	committee
Trustee selection methods	Elected at meetings
Additional governance issues	All policies are adopted by mudiad meithrin

### Section C- Objectives and activities.

### **Summary of the objectives of the charity set out in its governing document.**

The object of the charity is to run a Cylch Meithrin for preschool children aged between two and four years old during normal school term times. The main purpose of the Charity is to provide high quality play, learning and education of preschool children to the residents of Pontyberem and the surrounding villages and to support the children and parents in the child's development through the medium of the Welsh language to make a smooth progression into school life.

The Charity is making a conscious effort to create a reserves fund in order to be able to provide the staff needed and to meet other needs needed to continue with the provision provide.

### **Summary of the main activities undertaken for the public benefit in relation to these objects.**

Throughout the academic year, the children attending the Cylch Meithrin experience a wide range of activities in order to enhance their education. The setting and learning opportunities are planned around the childrens interests enabling the Cylch to include more and tailored activities more specifically to the needs and interest of the children.

#### **This years activities include-**

##### **April 2023-**

Celebrated easter with the children through a variety of media such as party, stories, learning experiences, crafts.

Exploring the outdoors.

Planting and gardening, caring for plants (strawberries, herbs, wild flowers)

Spring – learning about the world around us and what changes happen during different seasons.

Exploring our community – visit to the park, and local shops

Discussing and looking at pictures of our families

Outdoor learning week.

Learning how to brush our teeth properly and why it is important.

##### **May 2023-**

Three little pigs- building with blocks and wood

The children made a hair salon in the home corner and we visited our local hairdressers.

Discovered where we live- visited the local area, shops, park, and discussed different buildings.

Painting pictures of mr Urdd for the eisteddfod.

Practicing running ready for mabolgampau.

A visit from the local policemen.

Physical movement outdoors.

### **June 2023-**

Mabolgampau (Sports) in Parc y scarlets, Llanelli- Menter Cwm Gwendraeth

Visit from the ice cream van

Litter picking in the community with park life Pontyberem.

Healthy eating week.

Gwyl feithrin – trip to botanic gardens – Mudiad Meithrin.- Siani Sionc

Children transition visit to school.

Celebrate fathers day

Summer- learning about the sun,

Pirates- children had to find hidden treasure, make pirate hats and dress up as a pirate to walk the plank.

Experiment with water.

### **July 2023-**

Practicing balancing skills.

Messy play day. Painting on sheets, playing with different objects in water and shaving foam.

Cooking cakes

Cinema day.

Summer hamper raffle fundraiser.

End of term party

Graduation.

**August 2023-** Cylch closed for summer.

### **September 2023-**

Theme- Myself- exploring how we look. Similarities and differences.

Learning how we keep safe and protected in the sunshine.

Drawing family portraits

Exploring the different vehicles our family members drive – pictures sent in from home.

Walk around the village

Discussing our families, working with families to gather pictures to put in a book so children can show us the important people in their life and discuss this with their friends.

Self portraits.

Where we belong- Wales- exploring our country and where we live. Our house.

### **October 2023-** Halloween party fundraiser

Halloween hamper raffle fundraiser

Creating an Autumn shop in the outdoor area where children could explore communication, social skills, maths, money

Theme- Autumn. Looking for leaves, nuts and conkers.

Cylch awarded a healthy and sustainable pre school award.

Listening to the story 'Yr Iar Fach Goch with Pie Corbett movements.

Collected items for the local food banks and took them to the food bank.

Creating clay

Autumn animals (Hedgehogs, squirrels, badgers)

Celebrated 'Diwrnod Shwmae Su'mae'.

Made out own scarecrows.

Visit from Elenor local firewoman- discussed safety in the home.

Pumpkins- big, small and medium. Counting pumpkin seeds

### **November 2023-**

Celebrated anti bullying and discrimination day by wearing odd socks

Diwali- Creating patterns with numicon, painting with cotton buds (printing), Trying Indian cuisine

Remembrance Sunday- Painting and printing with apples

Children in need- dress in pyjamas or comfy clothing

Painted the Indian flag and learnt about Indian life and traditions

Learning about the nativity story.

### **December 2023-**

Christmas concert in the hall

Christmas Jumper day- children dressed up in their favourite Christmas attire

Creating Christmas cards

Christmas party- children enjoyed dancing and eating party food

Creating reindeer food for Rudolph

Xmas hamper raffle fundraiser

Putting up the xmas tree and learning all about xmas traditions.

A visit from Dewin (Mudiad Meithrin)

A visit from santa with gifts for the children (donation of selection boxes from tuf tread and cross tyres)

Film day

Graduation

### **January 2024-**

Learning about the weather- ice and animals that live in icy places

Santes Dwynwen

### **February 2024-**

Animals frozen within ice, children to hack at them to get them out

Chinses new year-paint the flag, Snake (Animal of the year) Printing numbers in rice, Playing wit Chinese items (fan, masks, clothing), Eating chinses food (rice, noodles, prawn crackers)

Discovering the different castles in wales,

Celebrate 'Dydd Miwsig Cymru'

### **March 2024-**

Celebrate st davids day- children ate cawl, cooked welsh cakes and dressed in traditional welsh cosumes.

Making cawl and welsh cakes

Visiting the local area

Coffee morning and st davids day concert for parents and families.

Listening to welsh music, exploring welsh castles and landmarks.

World book day- children dressed up and brought in their favourite books to read.

Red nose day – dressing up to fundraise.

Graduation

### **Section D- Achievements and performance.**

Summary of the main achievements of the charity during the year.

Design to smile – The cylch is working with design to smile scheme to promote better oral care for children and families.

Food hygiene – The cylch was awarded 5 with scores on the door with Carmarthenshire county council food standards agency.

Healthy pre schools – Working closely to follow healthy pre school scheme to ensure healthier starts for children and support for families.

Mudiad meithrin – working alongside mudiad meithrin to ensure the cylch provided the best care and education for all children.

## **Section E – Financial review.**

At the year end 31.03.2024 the unrestricted funds were £79,090. This has increased in comparison to the previous year.

The intention of the Cylch during the next financial year is to use the reserves so that the Cylch can continue to run effectively to provide childcare and education for local children and families. We will use the reserves to adapt the setting and outdoor area so that it ties in areas with the curriculum for Wales. We will be able to take children on trips for additional learning experiences that we may not be able to provide at the Cylch. We will also be able to pay additional staff hours so that we can have extra support for children with additional needs as funding from the local authority for this is difficult to get.

### **Details of any funds materially in deficit- N/A**

#### **Further financial review details-**

The Charity received various grants from Carmarthenshire County Council and Mudiad Meithrin which helps with the sustainability of paying for rent heating & lighting and resources. In addition to this the Cylch is partly funded by Carmarthenshire County Council with regards to fees paid to provide education for funded children for two terms before they start primary school and also the childcare offer for Wales, but predominantly from children's fees paid by parents and fundraising events such as Halloween / Christmas disco, Christmas / St David's Day concerts, Guess the Score, etc.

During this year and in the coming year the Cylch will continue to improve all areas in the setting by purchasing more and effective resources and applying for various grants in order to achieve this.

## **Section F – Other optional information.**

The Committee and all members of staff are wholly backed up by all parents whose children attend the Cylch. Over the coming year it is expected that we will continue to provide the morning sessions, afternoon session or whole day session to provide the education and childcare required.

We will continue to advertise, campaign in the form of leaflets, Facebook, posters to promote the setting.

*The trustees have regard to the Charity Commission's guidance on public benefit.*

## **Section G – Declaration.**

This report had been approved by –

Signature-

A handwritten signature in blue ink, appearing to be 'Donna Collins', written over a horizontal line.

Full name – Donna Collins

Position – Treasurer

Date – 29.01.26



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Cylch Meithrin Pontyberem

### Receipts and payments accounts

CC16a

For the period from	01/04/23	To	31/03/24
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## Section A Receipts and payments

Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
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### A1 Receipts

Mudiad Meithrin Grant  
Council  
Other  
Government  
Fees  
Fundraising  
Interest

0			0	0
36,363			36,363	69,421
78			78	795
34,025			34,025	115
40,916			40,916	39,737
1,043			1,043	1,039
144			144	35
			0	
			0	
			0	
<b>Total receipts</b>	<b>112,569</b>	<b>0</b>	<b>112,569</b>	<b>111,141</b>

### A3 Payments

Staff  
Resources  
Food  
Fundraising costs  
Staff costs  
Sundries  
Activities  
Bank Charges  
Cleaning  
Equipment  
Refunds  
Subscriptions

70,329			70,329	72,046
2,088			2,088	2,342
952			952	1,052
0			0	71
242			242	417
152			152	265
0			0	505
63			63	68
779			779	647
1,028			1,028	3,682
100			100	38
195			195	125
			0	
			0	
			0	
			0	
			0	
<b>Total payments</b>	<b>75,927</b>	<b>0</b>	<b>75,927</b>	<b>81,259</b>

**Net of receipts/(payments)**

**A5 Transfers between funds**

**A6 Cash funds last year end**

**Cash funds this year end**

36,642	0	0	36,642	29,882
0	0	0	0	0
42,448		0	42,448	42,448
79,090	0	0	79,090	72,330



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current	70,804		-
	Savings	8,285		-
	Cash	1	-	-
	<b>Total cash funds</b>	<b>79,090</b>		-
		OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		Donna Collins	29.01.26

## Funds Movement Schedule

	Opening Balance	Additions in year	Payments in year	Cross Transfer	Closing Balance
Restricted Funds	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
					0
					0
Unrestricted Funds	42,448	112,569	75,927		79,090
Total Funds	42,448	112,569	75,927		79,090

## Notes to the accounts

### **CIO Guarantees and Secured Debts**

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

### **Related party transactions**

There were no transactions between the charity and its trustees or other connected persons.

### **Trustee expenses**

No remuneration was paid to the trustees, nor were any expenses reimbursed to them during the year to 31/3/2024 (2023: NIL).



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Cylch Meithrin Pontyberem

On accounts for the  
period

1/4/23 to 31/3/24

Charity no  
(if any)

1066893

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity for the period 1/4/23 to 31/3/24

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act. The accounts have been prepared on a Receipts and Payments basis in accordance with section 133 of the act.

Independent  
examiner's statement

I confirm that I have the requisite skills and experience to conduct the Independent Examination for this charity to the standards required as set out in Appendix 5 of CC32. Although retired from practice as an accountant and as a member of a listed professional accountancy body, I continue to conduct a number of examinations on a voluntary basis every year. I also confirm that I am independent of the charity as set out in Direction 2 of CC32.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date: 30/1/26

Name: Andy Moore

Address: Blaenpentre, Swyddffynnon, Ystrad Meurig, SY25 6AW