

## Trustee's annual report – 1<sup>st</sup> April 2024- 31<sup>st</sup> March 2025.

The Committee present their report with the financial statements of the charity for the year ended 31<sup>st</sup> March 2025-

### 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
John Brennan	Chair Preson
Kaylie Brennan	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
Nicola Howells	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 2024-** Claire and Manon attended Ffa la la training.

Martin Geraint concert in Pontyberem hall.

Becca, Nicola and Chelsea attended safeguarding training.

Activities to do with Wales outdoor learning week. (mark making, mud kitchen, planting, den making)

All staff attended outdoor learning training in the botanic gardens.

Ffa la la visit in Cylch- dancing and singing session for Welsh language.

Spring – Learning about flowers (how to care for them, shapes, colours, differences, planting,)

**May 2024-** Staff Chatt training.

Planting cress.

Learning about bees and how they make honey, tasting honey.

Learning about different insects we find outdoors,

Bug hunt.

Planting sunflowers.

Jack and the beanstalk story and learning how things grow.

Water play, experiments with sinking and floating.

Practicing running for Mabolgampau.

**June 2024-** Mabolgampau (Sports) in Parc y scarlets, Llanelli- Menter Cwm Gwendraeth

Becca, Chelsea and Manon attended paediatric 1<sup>st</sup> aid training – Llanelli leisure centre.

Healthy eating week.

Gwyl feithrin – trip to botanic gardens – Mudiad Meithrin.

Children transition visit to school.

Claire and Manon attended Safeguarding training – Llanelli leisure centre

Design to smile visit review.

Celebrate fathers day

Summer- learning about the sun,

Experiment with water.

Exploring shells. Sorting, matching, shapes, size, colours.

**July 2024-** Parent meeting for children leaving July 2024.

Messy play day.

End of term party.

Exploring the letter P.

Teddy bears picnic.

Healthy eating, Fruit kebabs

Exploring numbers 1-5

Pirates- Hidden treasure, sand exploring, beach, sea, boats

Summer hamper raffle.

Gifted money from Tuf tread and cross tyres truck show.

Graduation.

**August 2024-** Cylch closed for summer.

**September 2024-** Manon and Claire talking stars (Speech) training.

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

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.

Goldilocks and the three bears. Big, small, medium.

Self portraits.

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

**October 2024-** Halloween party 23/10/24 - £377 raised

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

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

Collected items for the local food banks.

Design to smile visit review

Autumn animals (Hedgehogs, squirrels, badgers)

Celebrated 'Diwrnod Shwmae Su'mae'.

Pumpkins- big, small and medium. Counting pumpkin seeds

**November 2024-**

Visited the local hall to donate the items that we collected for the food bank

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

Begin to look at the Nativity story

Decorate the Christmas tree within the cylch

**December 2024-**

Estyn and CIW inspection 3/12/24-04/12/24

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

**January 2025-**

Staff attended training Singalong (Sign Language) x 2

Manon attended Network session

Manon attended ASD training

Design to smile visit review

Staff training – sign along

### **February 2025-**

Celebrated Santes Dwywnwen- created cards

Theme- Winter

Animals that live in Antarctica.

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)

Manon attended training- Creating a physical and emotional environment that nurtures positive feelings and behaviours.

Celebrate ‘Dydd Miwsig Cymru’

Staff training- ‘creating a physical and emotional environment that nurtures positive feelings and behaviour.

### **March 2025-**

Celebrate ‘Dydd Gwyl Dewi’- we held a concert and coffee morning for parents and families. The children made cawl, welsh cakes and enjoyed dressing up in traditional welsh costumes.

All staff completed ADHD training.

Celebrate world book day – children dressed up in their favourite characters and brought in books to read with their peers.

Pancake day- children enjoyed making pancakes and then tasting them.

Easter – children enjoyed making many craft items to display in the cylch and to take home. Learnt about chicks hatching and the life of a chick.

Easter hamper raffle- funds raised.

Red nose day- children helped raise money by dressing in red.

Mothers day – children created some lovely cards to take home to their mothers.

### **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 31.03.2025 the unrestricted funds were £86,877.50. 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 als 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.**

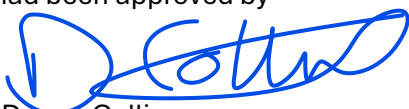
The Committee and all members of staff are wholly backed up by all parents whose children attend the Cylch. Over the coming year it is expected that we will continue to provide the morning sessions, afternoon session or whole day session to provide the education and childcare required. We currently have a waiting list and are full up until September 2026.

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

### **Section G – Declaration.**

This report had been approved by –

Signature-



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

## 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

Council	34,800			34,800	36,363
Other	34			34	78
Government	18,865			18,865	34,025
Fees	52,023			52,023	40,916
Fundraising	647			647	1,043
Interest	159			159	144
				0	
				0	
				0	
				0	
<b>Total receipts</b>	<b>106,526</b>	<b>0</b>	<b>0</b>	<b>106,526</b>	<b>112,569</b>

### A3 Payments

Staff	77,534			77,534	70,329
Resources	3,028			3,028	2,088
Food	1,048			1,048	952
Fundraising costs	0			0	0
Staff costs	391			391	242
Sundries	181			181	152
Activities	110			110	0
Bank Charges	62			62	63
Cleaning	664			664	779
Equipment	4,359			4,359	1,028
Refunds	0			0	100
Subscriptions	227			227	195
Premises	2,690			2,690	0
				0	
				0	
				0	
				0	
<b>Total payments</b>	<b>90,294</b>	<b>0</b>	<b>0</b>	<b>90,294</b>	<b>75,927</b>

### Net of receipts/(payments)

### A5 Transfers between funds

### A6 Cash funds last year end

### Cash funds this year end

16,232	0	0	16,232	36,642
0	0	0	0	0
79,090		0	79,090	42,448
<b>95,322</b>	<b>0</b>	<b>0</b>	<b>95,322</b>	<b>79,090</b>



## 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	86,878		-
	Savings	8,444		-
	Cash	1	-	-
	<b>Total cash funds</b>	<b>95,322</b>		<b>-</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	30.01.26

## Funds Movement Schedule

	Opening Balance	Additions in year	Payments in year	Cross Transfer	Closing Balance
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
Restricted Funds					0
					0
Unrestricted Funds	79,090	106,526	90,294		95,322
Total Funds	79,090	106,526	90,294		95,322

## 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 31/3/2025 (2024: NIL).



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Cylch Meithrin Pontyberem

On accounts for the  
period

1/4/24 to 31/3/25

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 1/4/24 to 31/3/25

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

