



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Phase 5 Pre School Playgroup

On accounts for the year
ended

31 August 2020

Charity no
(if any)

1079768

Set out on pages

1-3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2019

Responsibilities and
basis of report

As the charity's trustees, 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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed: Christopher Bush

Date: 28/05/2021

Name: Christopher John Bush

Relevant professional
qualification(s) or body

FCA

(if any):

Address:

Suite 1 24-25 Barnack Business Centre, Blakey Road, Salisbury,
Wiltshire SP1 2LP

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None

Trustee Annual report 2019/2020

Who we are!

Phase Five Pre-School is a community based, voluntary committee run play group providing pre-school education in South Yate since 1978.

From September 2013 Phase Five Pre-School opened a new site (Acorns) based at St Nicholas church for 2-3year olds, the sites are within 0.3 miles of each other.

The children are place depending on their age and transfer to Kelston Close (Oak Trees) setting the September following their third birthday. We are registered with Ofsted and work within the Early Years Foundation Stage framework which ensures equality of opportunity for all children and families and are subjected to the Ofsted inspection process.

Both settings have a rating of 'Good' with OFSTED.

What we offer

We aim to offer and provide quality childcare for children aged between 2 years to 4 years in a safe, secure and stimulating environment which is warm and friendly.

Our Pre School mission statement

Provide a safe, secure stimulating environment.

Have strong links with local community.

Always respect each other.

Support, encourage and praise each other alike.

Encourage the Emotional, Social, Physical and Language development of all children.

Form smooth transitions through life's journey.

Inclusive partnerships with parents and other professionals.

Varied, natural resources, Learning through play.

Every child matters, equally valued and encouraged.

Review of activities and achievements

During the year 19/20 we offered 68 children Early Years Education over a variety of sessions chosen by their parents during Monday to Friday from 9.00am until 3.30pm. Most of these sessions were funded by the children in receipt of the Nursery Education Grant of 15 and 30-hours Early Years Education per week. Our waiting list was impacted due to the Pandemic as parent/carers delayed their start dates.

We employed a new Administrator in November to assist within the office and support the manager. We had a winter trip to Old Down Country Park but had to cancel our summer trip due to the Coronavirus pandemic.

Our fundraising group raised £210.90 at our Christmas open session selling cakes, teddy tombola, Christmas crafts, sweets in a jar and in February we raised £67.65.

Unfortunately, due to the Coronavirus pandemic our open sessions and events for the rest of the academic year were cancelled and all committee meetings were held online. We only opened one setting for keyworker and vulnerable children and closed the church setting to save rent costs.

We furloughed staff on a rota basis and increased our cleaning schedule to ensure compliance with the government guidelines. All staff were flexible and worked together to ensure the smooth running of the Pre School to ensure we were able to continue financially.

We were able to invite non keyworker children back in June and July for limited sessions and the children were able to graduate in July with social distancing outdoors which was welcomed by all as an end to the school year.

The building committee requested quotes for a new building to incorporate both settings on one site from local architects but due to the pandemic no funding organisations were available to support during this time so put on hold.

Finances

We started the academic year as normal, but March 2020 was impacted by the Coronavirus pandemic and we closed for all children except vulnerable children and keyworkers children. The committee made the decision to close the church setting to save money due to unknown future and the extremely low numbers of children and looked at out expenditure to cut costs.

We accessed the Furlough scheme to retain staff on a rota basis and was able to claim the Nursery Education Grant for existing children. We also received a grant of £7,500 from the local authority.

We lost the fees for the paying parents and snack contributions but was massively support by the local council and government.

The outcome for the year was a surplus which I'm sure will help us financially during the next academic year due to the pandemic still being part of our lives.

Declarations

The trustees declare that they have approved the trustee' report above.
Signed on behalf of the charity's trustees

Signature



Full name

Sheree Mitchell

Position

Date

Trustee - Treasurer

27/5/21

Accounts Report for
Phase 5 Pre - school Playgroup
Kelston Close
Yate
South Gloucestershire
BS37 8SZ
For the year ended
31 August 2020

Charity Number: 1079768



Receipts and payments accounts

CC16a

For the period
from

01/09/2019

To

31/08/2020

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 £
A1 Receipts					
Voluntary Income	153,494	-	-	153,494	163,420
Fundraising	678	-	-	678	1,021
Charitable activities income	37,720	-	-	37,720	16,104
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	191,892	-	-	191,892	180,545
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	191,892	-	-	191,892	180,545
A3 Payments					
Rent	8,105	-	-	8,105	11,499
Utilities	1,259	-	-	1,259	1,710
Salaries and wages costs	134,510	-	-	134,510	145,779
Uniform	808	-	-	808	528
Cleaning & Laundry	1,135	-	-	1,135	1,618
Repairs and maintenance	3,709	-	-	3,709	3,078
Licences & Insurance	1,628	-	-	1,628	2,958
Printing, Postage & Stationery	1,785	-	-	1,785	4,950
Consumable equipment	2,579	-	-	2,579	2,176
Telephone	1,303	-	-	1,303	1,594
Memberships	435	-	-	435	990
Staff perks, gifts and donations	270	-	-	270	271
Training & DBS costs	645	-	-	645	2,340
Advertising & Marketing	224	-	-	224	257
Audit & Accountancy	100	-	-	100	459
Other Expenses	3,907	-	-	3,907	3,819
Sub total	162,401	-	-	162,401	184,025
A4 Asset and investment purchases, (see table)					
Computer equipment and FF	1,128	-	-	1,128	2,887
	-	-	-	-	-
Sub total	1,128	-	-	1,128	2,887
Total payments	163,529	-	-	163,529	186,912
Net of receipts/(payments)	28,364	-	-	28,364	- 6,366
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	41,062	-	-	41,062	47,429
Cash funds this year end	69,426	-	-	69,426	41,062

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

Categories

B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	69,426	-	-
	-	-	-
	-	-	-
Total cash funds	69,426	-	-
(agree balances with receipts and payments account(s))	OK	OK	OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

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

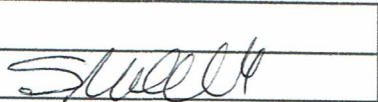
B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Fixtures & Fittings	1,128	-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Insurance owing	1307	-	
PAYE owing	649	-	
		-	
		-	
	1956	-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Mr P Tranter	
	Miss S Mitchell	27/5/21