

Footprints Pre-school Playgroup
Independent Examiner's Report
2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Footprints Pre-school Playgroup

On accounts for the year
ended

31st August 2024

Charity no
(if any)

1091298

Set out on pages

2-3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2024.

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 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 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:

Scott Canning

Date:

27th June 2025

Name:

Scott Canning MAAT

Relevant professional
qualification(s) or body
(if any):

Association of Accounting Technicians

Address:

10 Meadow Street, Avonmouth

Bristol

BS11 9AR



CHARITY COMMISSION
FOR ENGLAND AND WALES

Footprints Pre-school Playgroup

1091298

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/09/2023

To

Period end date
31/08/2024

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					
Fees from parents	3,905	-	-	3,905	3,447
Free entitlement grant	58,686	-	-	58,686	39,204
Wifi contribution	182	-	-	182	182
Donations	349	-	-	349	370
Uniform	103	-	-	103	542
Misc	-	-	-	-	112
Access to DWP	2,818	-	-	2,818	290
Fundraising activities	6,475	-	-	6,475	5,122
Bank interest	155	-	-	155	57
Sub total (Gross income for AR)	72,671	-	-	72,671	49,325
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	72,671	-	-	72,671	49,325
A3 Payments					
Wages and HMRC	44,352	-	-	44,352	39,425
Pension	1,033	-	-	1,033	597
Consumables	471	-	-	471	710
Payroll costs	343	-	-	343	352
Premises Costs	2,850	-	-	2,850	2,508
Fundraising	829	-	-	829	1,068
Insurance and memberships	235	-	-	235	1,304
Wifi/Phone	399	-	-	399	433
Equipment	560	-	-	560	834
Uniform	737	-	-	737	745
Misc	150	-	-	150	135
ICT	222	-	-	222	206
Training	281	-	-	281	298
Sub total	52,463	-	-	52,463	48,614
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	52,463	-	-	52,463	48,614
Net of receipts/(payments)	20,208	-	-	20,208	710
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,709	-	-	23,709	22,999
Cash funds this year end	43,918	-	-	43,918	23,709

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	Cash at Bank - Current account	33,625	-	-
	Cash at Bank - Savings account	10,293	-	-
		-	-	-
	Total cash funds	43,918	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	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)
	Various play equipment, and office equipment retained by the pre-school.	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>S Day</i>	Samantha Day	17/06/2025	



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2023		31	Aug	2024

Section A Reference and administration details

Charity name Footprints Pre-school Playgroup

Other names charity is known by

Registered charity number (if any) 1091298

Charity's principal address The Mustard Tree Community Church

Watsons Road

Longwell Green

Postcode BS30 9DW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Malcolm Gaywood	Chair		
2	Samantha Day	Treasurer		
3	Anita Morley	Secretary		
4	Lynne Hambury	Member		
5	Rachel Hambury	Member		
6	Abbey Smart	Member		
7	Sam Crump	Member		
8	Julia Russell	Admissions		
9	Jennie Skelton	Member		
10	Katie Stewart	Fundraising		
11	Doug Campbell	Policies and procedures		
12	Christina Gillard	Member		
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Malcolm Gaywood	

Samantha Day	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Committee-run
Trustee selection methods (eg. appointed by, elected by)	New committee members are elected by existing committee members during the Annual general Meeting held in September.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p>Safeguarding policies and Whistle-blowing policies in place. Disclosure and Barring Services checks carried out on all prospective committee members after completion of Ofsted's EY2 form. Footprints Pre-school Playgroup is a member of the Preschool Learning Alliance.</p> <p>All Committee members give their time voluntarily, receiving no remuneration or other benefits.</p> <p>All essential policies and procedures are reviewed annually to ensure they are meeting the legal requirements and needs of the setting. Footprints other policies and procedures that reflect good practice are reviewed every two years.</p>
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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To enhance the development and education of children aged 3-5 years by:
 Encouraging families to understand and provide for their children's needs through community groups.
 Offering play, education and care regardless of race, culture, religion, means or ability.
 Instigating and adhering to furthering the aims and objectives of the Preschool Learning alliance.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Footprints Preschool Playgroup Committee governs in accordance with the charity commissions guidance on public benefit.
 The focus of all activities is the well-being, care and education of the children and supporting their families.
 Children attending the preschool are encouraged to reach their full potential in all areas of development including social, physical, emotional, creative, language, numeracy and knowledge and understanding of their immediate community and environment, as well as the wider world.
 Families are supported in the care of education of their children by involving them, giving information and signposting other support agencies. The five-hour sessions also give parents/carers time to undertake employment. We actively encourage family members to stay and play to get a feel for how the sessions operate and to observe their child's interaction with the staff and their peers.

The SENCO works with the staff to identify and support children with additional needs and liaises with external bodies for advice and, where possible, additional funding to further support SEND children both in the current setting and also going forward into Primary School.

The committee have been actively fundraising again this year holding various fundraising events (see below for further information)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Due to the amazing work the committee do to raise funds for Footprints, we have been able to continue to provide the children with new experiences. We visited the local farm for our annual summer trip, paying for entry and activities to complete whilst there. We walk to a local green space and observe the changes to the trees as the seasons change, and we go blackberry picking locally. We often enjoy a snack picnic whilst there and purchase the other ingredients to provide the children with the experience of cooking (Blackberry crumble). We have also baked ginger bread men, an extension activity, following on from reading the story and have the interactive story. We have built a relationship with the local care home for the elderly and visited them to sing songs and they have come to see our Nativity play and join in with some of our sessions. This is a lovely experience for the children and the residents of the care home.

We have been able to purchase some new Tablets and other ICT equipment to allow children to develop skills in IT and to learn about how things work. We were able to purchase the resources needed to allow some of our fabulous committee members to build us a new sand pit. This allows more children to experience sand play and allows the staff to extend their learning using this.

We are able to continue to provide the children with a wide range of new and popular food choices during snack. They are given the opportunity to try some unusual foods during different festivals e.g. lychee/fortune cookies during 'Chinese new year'.

We have been able to purchase the different resources needed to provide craft activities and sensory experiences. We have found that in recent years more children are sensory seeking and have invested in making a better 'regulation zone' for these children to 'self regulate' using sensory toys/ tools (including a tepee tent, gym ball, wobble cushions, weighted toys, textured toys etc).

We have purchased the caterpillars to allow the children to observe the lifecycle of the butterfly. We have purchased plants and seeds to allow children the opportunity to understand growth and caring for living things.

Staff have been able to access training courses to provide extra support to children with their different ways of learning. This is invaluable as children all learn and develop in different ways and we are able to use this training to try new strategies/ activities to suit a range of learning styles.

Section E Financial review

Brief statement of the charity's policy on reserves

The reserves held at the year end are kept in order to meet any unforeseen expenditure e.g a large number of new admissions starting later in the year or redundancies, if needed.

Details of any funds materially in deficit

No funds are in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Footprints Pre-school Playgroups main source of funds is from the governments Free Entitlement and parents' fees.

The committee also arrange several fundraising activities during the year: a Christmas and summer fayre, raffle, virtual balloon race, an annual party and clothes bag collections.

Most of the income is used to pay the running costs of the preschool. Extra is used to buy or renew resources for the children or held in order to meet unforeseen expenditure, as explained above.

Section F Other optional information

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Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

M Gaywood

S Day

Full name(s)

Malcolm Gaywood

Samantha Day

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

17/06/2025