

## **LITTLE BEARS PRE-SCHOOL AGM NOVEMBER 24 NOVEMBER 2022**

### **TRUSTEE REPORT FOR 2021/22**

Thank you all for taking the time out this evening to support our Annual General meeting. Our Pre-School is now 18 years old, and continues to be run as a charity, managed by a group of volunteer trustees, mostly parents from the community, and run by Supervisor Debbie Bradford and her team: Julie Stoodley and Emma Bailey. We rent the premises on the Primary School site, and we rely heavily on the families of the attending children to form the Committee and support our fundraising events. Our setting on the school site, retains strong links for children moving onto their next stage of schooling within the village.

#### **2021/2022 Review**

As a committee we have continued to run without a named Chair, despite actively looking to recruit for this position. However, these responsibilities have been split between other committee members and Jane (Accounts Manager) has been acting as the staff liaison between committee members and our dedicated Pre School team. As per last year, I am therefore writing this Chair's report as the Secretary for the committee with an update on the Pre School for the last year.

Little Bears Pre School started back in autumn term operating as normal, welcoming 14 new children during the term. Unfortunately, due to staff illness, we had to close in February for 9 days, then again for one day in line with schools across the country due to severe storms. We advertised to recruit another staff member to join our team, but with early years having a recruitment crisis, this has been challenging, and our search has been unsuccessful. With lower numbers expected at the start of the 2023 academic year we put a hold on our search.

12 children left us to start school & 5 children left for other reasons (house moves etc) – these 17 children were replaced with 9 new ones at the start of Autumn 22.

### **Our plans for 2022/23**

To fully support our staff so that they can continue to offer a high level of childcare.

To promote our pre school so that we can maintain number.

- Using our Ofsted report to identify any areas where improvements can be worked toward as part of our strategy for continuous improvement, we are expecting an inspection in the near future.

- To focus on fundraising events that bring together our families and children.

To encourage families to join our committee and help with the running of pre school.

In closing, on behalf of all the trustees we would like to thank everyone who has provided a valuable contribution to the running of the Pre School in the last year.

Our committee members remain committed to the running of the Pre School to help maintain the stability that knowledge and expertise over the years is not lost through changes within the committee which can present challenges. However, that being said, we would still always welcome new input and ideas of enthusiastic parents to be part of our team, and if anyone does feel they can spare a few hours then please speak to one of us to become more involved.

Thank you all for coming today and for your continuing support of the pre-school, and sincere thanks to the staff team for their dedication and commitment in creating such a fantastic environment for our children.

Linda Blackmore

Secretary on behalf of all trustees

*L. Blackmore*

23.2.23





## **TREASURER'S REPORT AGM – 21.11.22 – YR 2021/22**

The treasurer's report gives a brief overview of the finances of Little Bears Pre School for the year ending 31.08.22.

We continue to financially suffered the effects of Covid. We have kept our numbers down & our staff ratio to children high in an endeavor to cover for any staff absences.

Our income was down again by £5k against the previous year & £26.5k against 2018/2019 Pre Covid - However, following last years results, we put measures in place to greatly reduce expenses and despite the large minimum wage increase, which impacted on our staff salaries, our end figures resulted in a small profit of £3000.00

Funding for food (Marcus Rashford) to support vulnerable families over the holiday period – in the form of shopping vouchers – continued as a family support payment throughout the year.

There are good cash reserves to cover the running cost for well in excess of the 3 months required.

We have no outstanding debtors. All our suppliers (creditors) have been paid and we have no outstanding obligations to HMRC.

Fundraising yielded – net £146.60 (Bonfire, Xmas Raffle & Stay & Play)

Staff members have completed various training course both online & in person, all first aid certificate are up to date.

The accounts for the year ending 31.08.21 have been prepared. They will be independently reviewed and verified before they are submitted to the charities commission.

### **2022/23**

Our staff are required to take on additional roles within the pre-school and the level of training that both staff & Accounts need to complete and keep up to date with is increasing termly. With this in mind, we should look to budget for additional time and actively look for committee help to fully support our pre school.

# Profit and Loss Report for LITTLE BEARS PRE-SCHOOL - Charity No. 1099694

Account	1 Sep 2021 to 31 Aug 2022	
	Expense	Income
SALES		
OCC FUNDING		£46,353.93
Autumn Term Fee Income		£6,195.00
Summer Term Fee Income		£4,125.00
Spring Term Fee Income		£3,675.00
REGISTRATION FEES		£475.00
FUNDRAISING		£146.60
Donations		£100.00
<b>Sales (total)</b>		<b>£61,070.53</b>
OTHER INCOME		
Interest earned		£115.24
<b>Total Revenue (Turnover)</b>		<b>£61,185.77</b>
DIRECT EXPENSES		
Rent	£2,860.00	
Insurance, Registrations & Subscriptions	£937.10	
<b>Direct Expenses (total)</b>	<b>£3,797.10</b>	
<b>Gross Profit / (Loss)</b>		<b>£57,388.67</b>
EMPLOYEE COSTS		
Employee costs	£47,891.79	
STAFF TRAINING	£257.14	
<b>Employee Costs (total)</b>	<b>£48,148.93</b>	
INDIRECT EXPENSES		
Premises costs	£1,948.89	
RESOURCES	£1,138.78	
TELE/INTERNET	£910.88	
EQUIPMENT	£389.97	
Post, Print & Stationery	£344.21	

CHILDRENS ENTERTAINMENT	£295.00	
Other expenses	£214.23	
Refreshments	£158.66	
Interest charged	£93.00	
Repairs	£66.49	
Legal, professional	£48.00	
Travel, subsistence	£25.00	
<b>Indirect Expenses (total)</b>	<b>£5,633.11</b>	
<b>Total Expenses</b>	<b>£57,579.14</b>	
<b>Net Income</b>		<b>£3,606.63</b>

Prepared on 23 Feb 2023 at 14:03:31

LINDA BLACKMORE  
 BLACKHALL  
 23.2.23  
 TRUSTEE

# Balance Sheet Report for LITTLE BEARS PRE-SCHOOL - Charity No. 1099694

Account	31 Aug 2022	
	Asset	Liability
LONG-TERM ASSETS		
Long-term Assets (total)	£0.00	
CURRENT ASSETS & LIABILITIES		
Deposit account	£174,587.85	
Current account	£500.00	
Balance on Customers	£70.00	
SALARY CONTROL ACCOUNT		£172.23
Current Assets & Liabilities (total)	£175,157.85	£172.23
Net current assets (liabilities)	£174,985.62	
Total assets less current liabilities	£174,985.62	
LONG-TERM LIABILITIES		
Long-term Liabilities (total)		£0.00
Total net assets (liabilities)	£174,985.62	
CAPITAL & RESERVES		
Profit and loss		£171,378.99
Balance on P&L		£3,606.63
Capital & Reserves (total)		£174,985.62
Total assets	£175,157.85	£175,157.85

Prepared on 23 Feb 2023 at 10:36:42

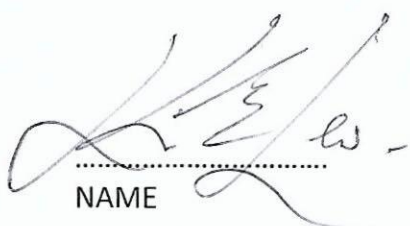
Linda THACKMOR  
THACKMOR  
23.2.23.  
Trustee



23rd February 2023

**LITTLE BEARS PRE-SCHOOL**  
**FINANCIAL ACTIVITIES YEAR ENDING 31.08.22**

I CONFIRM THAT I HAVE CARRIED OUT AN INDEPENDENT EXAMINATION OF THE FINANCIAL STATEMENT FOR THE YEAR ENDING 31.08.22. THE NET ASSETS ON THE BALANCE SHEET HAVE BEEN AGREED AND AUTHORISATION PROCEDURES HAVE BEEN VERIFIED.

  
NAME

ADDRESS

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Oxfordshire