



Trustees' Annual Report for the period

Period start date				Period end date			
Day	Month	Year		Day	Month	Year	
From	01	09	2020	To	31	08	2021

Reference and administration details

Charity name Roche Learning Village Partnership

Other names charity is known by RLVP

Registered charity number (if any) 1101266

Charity's principal address C/o Roche CP School

Fore Street, Roche

St Austell

Postcode

PL26 8EP

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	Emma Doble	Chairperson		
2	Alison Wootton			
4	Lesley Gould			
10	Zac Bishop			
11	Jeremy Walden	Whistleblower/ Safeguarding		
12	Anthony O'Mahony			
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

Names and addresses of advisers (Optional information)

Type of advisor	Name	Address
Accountant	Robert Brittain	Newquay, Cornwall

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

Helen Jolliffe, RLVP Manager and Financial Administrator

Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted on 1 st October 2002
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or re-appointed at the Annual General Meeting.

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.

There are over 33 policies & procedures in place, including a Child Protection Policy, Health & Safety & Equal Opportunities Policy. Enhanced DBS checks are carried out prior to employment, trusteeship or joining the committee, with EY2 forms being completed for Ofsted purposes, when joining as a committee member and/or as the Nominated Person. References are gained before employment commences. These checks are carried out in line with statutory requirements.

The childcare centre is OFSTED approved for children aged 0 to 8 years.

The RLVP always strive to build strong bonds with outside agencies and professionals, to provide the best quality of care and education for our children and families. The partnership works very closely with the local primary school and have forged strong working relationships with the Headteacher and School Governors. The Headteacher remains a trustee of the partnership and acts as the charity's whistle-blower and safeguarding representative.

The RLVP Manager aims to safeguard the staff, children and visitors who may attend any of our facilities on the school site, through risk assessments, site safety surveys, ongoing staff training and development.

Objectives and activities

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

Advance the education of the residents of the Parish of Roche and its environs (the area of benefit) by providing and assisting in the provision of facilities for education and childcare.

Summary of the main activities in relation to these objects

Operation of all day childcare for 0 - 4-year children, during school term time, and “after-school” and “holiday clubs” for up to 11-year-olds, for 50 weeks of the year. This encourages parents and carers to re-train or return to work by offering affordable childcare costs and being able to signpost families to other professionals for support and guidance if required.

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

The partnership aims to provide strong links and relationships between the Childcare Centre and parents / carers, and welcome any suggestions, improvements, ideas, or visits that would ultimately benefit the children in their care and their families.

The partnership aims to support the local community as much as possible.

Achievements and performance

R

The continuation of the childcare centre’s excellent reputation, dedication, and high-quality standard of care within the ‘clay’ community, during yet another difficult year following from the Covid pandemic.

Roche Pebbles remained fully open to continue with their valuable work in supporting and helping the community and families in need. Childcare numbers increased significantly due to parents placing them at the setting from an earlier age in order to learn how to socialise outside of their family home and to build their resilience, communication skills and self-esteem.

Covid risk assessments and control measures remain in place, albeit amended, to ensure that everyone remains as safe as possible during changes in legislation and government guidelines. Costs remain higher than previous years as PPE costs have not returned to pre-covid times.

Due to the RLVP having cash reserves, the trustees were able to ensure that all staff received fair pay, supporting everyone both financially and mentally.

Staff retention has remained high and recruitment successful during a time whereby education settings and nurseries are all in need of high quality and experienced staff, due to childcare demand.

Promotion has been offered and taken within the setting which has maintained good staff morale and confidence that any personal aspirations could be fulfilled.

Training has continued via Microsoft TEAMS, with a few face-to-face courses starting very gradually through Cornwall Learning. This has ensured that staff have remained up to date with good practice and needing to learn the new EYFS framework and assessment process that will come into force September 2021.

Financial review

Brief statement of the charity's policy on reserves

As of year end 31/08/21 the RLVP held cash at bank of £306,773, the bulk of which is a result of good financial management and tight control of charity funds. The RLVP's restricted childcare funds are appropriately allocated towards the maintenance and further development of the centre and improving the outcomes for our children.

Staff wages and salaries increased in April 2021 and in line with the living wage, being the highest proportion of the charities expenses.

Funding needs to be set aside for future expenses such as maintenance, continuous training and progression of the staff and setting. Staff and parents need the reassurance that Pebbles has a future and can support families for years to come.

The Forest school and sensory room require resources, equipment, and further training for staff. One staff member has started their Level 3 Forest School Leadership qualification.

Outdoor play and learning remain a vital aspect of a child's positive mental well-being and development and the quietness of the sensory room provides the perfect room for small group work, including speech and language support and phonics etc.

The Reserve Policy highlights the need for such a cash reserve in order to be able to continue with our charitable aims and continue to move forward into the future.

Details of any funds materially in deficit

Not applicable

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.

Our main source of income has been the LEA grant funding for the pre-school children, two year old funding and parental fees. Early Years Pupil Premium is also received for eligible 3 – 4 year olds and is spent accordingly. Numbers have remained slightly lower than normal but have started to increase slowly throughout the year.

Our fees have remained unchanged since May 2018 to help to support families during this time.

Our main expenditure is staff costs. We constantly monitor performance through the settings 'Self Evaluation, 'Action Plans,' staff supervisions and attend regular training to employ high quality staff. The increase in the living/minimum wage has affected this expenditure.

Funds will be required in the future to continue to support the increase in salaries and pensions. Ofsted and the Department for Education have also stated that staff qualifications should be at a higher level which will undoubtedly incur a higher hourly rate in order to attract appropriate candidates.

Licences and membership fees are on the increase especially with regards to using computer programmes and software. Utility charges are also ever increasing. The manager sources new suppliers regularly in

order to gain best value for money. PPE and cleaning products have risen in price dramatically! All costs have increased.

The Childcare Centre is continuing to purchase new equipment and resources due to general 'wear and tear.' The garden is constantly being developed to meet the needs of the children. Restricted childcare funding helps towards these costs.

There has been no change to the agreement between Cornwall Council and the RLVP with regards to rent. The RLVP are currently still responsible for all maintenance and repairs to the building in lieu of rent charges. There is still no update regarding this matter.

The RLVP are continuing to support the local yoga group and provide a room within the childcare centre on a weekly basis. The facilities are also used by the charity - Roche Aid in Sickness when required.

Other optional information

Future Plans

Roche Pebbles Childcare Centre

To continue to promote the benefits of attending forest school sessions at Pebbles and for a staff member to complete their leadership qualification. The great work of our Senco for children with developmental delay or additional needs is also being promoted widely, particularly as the referral process to access outside agencies and professional support is such a long and slow procedure. Further training has been accessed by our Senco to ensure that children are supported to the best of our ability.

The RLVP will continue to work closely with other professionals and outside agencies within the setting to support the children in their care.

The Childcare Centre will continue to be promoted to remain a valuable facility for the community.

Seeking new ways in which the community can be supported in addition to the childcare centre.

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>edoble</i>	
Full name(s)	Mrs Emma Doble	
Position (eg secretary, chair, etc)	Chair	
Date	26 th May 2022	

Roche Learning Village Partnership

Financial Statements

For the Year Ended 31 August 2021.

Independent examiner's report to the Trustees of Roche Learning Village Partnership

This report on the accounts of the Partnership for the year ended 31st August 2021 is in respect of an examination carried out under s.43 of the Charities Act 1993 ('the Act'). The accounts are set out on page 3 to 8.

Respective responsibilities of the Trustees and the examiner.

As the Trustees of the Partnership you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Act does not apply. It is my responsibility to state on the basis of procedures specified in the General Directions given by the Charity Commissioners whether particular matters have come to my attention.

Basis of this report.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act. That examination includes a review of the accounting records kept by the Partnership and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking any explanations from you as the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement.

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- To keep accounting records in accordance with section 41 of the act: and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
- (2) to which in my opinion, attention should be drawn, in order to enable a proper understanding of the accounts to be reached.

R .V. Brittain.

CIPFA

R & H Accountancy Services.
7, Aylwin Close
Newquay
TR7 3EF

15 February 2022

ROCHE LEARNING VILLAGE PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 AUGUST 2021

		Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	Notes	£	£	£	£
A Incoming Resources					
Incoming Resources from charitable activities					
Childcare and grants	3	81,566	142,054	223,620	246,647
Total Incoming Resources		<u>81,566</u>	<u>142,054</u>	<u>223,620</u>	<u>246,647</u>
B Resources Expended					
Costs of generating funds					
Charitable Activities	4	81,962	142,858	224,820	254,487
Governance Costs		735	0	735	735
Total Resources expended		<u>82,697</u>	<u>142,858</u>	<u>225,555</u>	<u>255,222</u>
Net incoming resources and movement in funds		<u>-1,131</u>	<u>-804</u>	<u>-1,935</u>	<u>-8,575</u>
D Reconciliation of funds					
Total Funds brought forward		323,165	29,351	352,516	361,091
Total Funds carried forward		<u>322,034</u>	<u>28,547</u>	<u>350,581</u>	<u>352,516</u>

ROCHE LEARNING VILLAGE PARTNERSHIP

BALANCE SHEET

31 August 2021

			2021	2020
		£	£	£
	Note			
A	FIXED ASSETS			
	Tangible Assets	8	44,233	37,757
	TOTAL FIXED ASSETS		<u>44,233</u>	<u>37,757</u>
B	CURRENT ASSETS			
	Cash at Bank		306,693	336,556
	Cash in hand		<u>80</u>	<u>80</u>
	TOTAL CURRENT ASSETS		306,773	336,636
C	LIABILITIES			
	Creditors: Amount falling due within one year	10	<u>425</u>	<u>21,877</u>
	NET CURRENT ASSETS		306,348	314,759
	NET ASSETS		<u><u>350,581</u></u>	<u><u>352,516</u></u>
D	THE FUNDS OF THE CHARITY			
	RESTRICTED INCOME FUNDS		28,547	29,351
	TOTAL UNRESTRICTED INCOME FUNDS		322,034	323,165
	TOTAL CHARITY FUNDS	11	<u><u>350,581</u></u>	<u><u>352,516</u></u>

These financial statements were approved by the trustees on.....
and are signed on their behalf by :

Mrs Cath Oliver

Chairperson

ROCHE LEARNING VILLAGE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 August 2021

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) and the Charities Act 1993.

Grants

Grants and other resources are included in the Statement of Financial activities when the organisation is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to that category.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Play equipment	-	25% reducing balance
Refurbishment costs	-	4% straight line

2. REFURBISHMENT COSTS

Refurbishment costs have been depreciated consistent with the provisions of the 25 year lease.

ROCHE LEARNING VILLAGE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 August 2021

3.INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	2021	2020
	£	£	£	£
Childcare and Grants				
Childcare fees and Rents	81,566	0	81,566	94,647
Grants- EYDCP Cornwall CC	0	142,054	142,054	152,000
	<u>81,566</u>	<u>142,054</u>	<u>223,620</u>	<u>246,647</u>

4.COSTS OF GENERATING FUNDS

	Activities Undertaken Directly	Support Costs	Total 2021	Total 2020
	£	£	£	£
Childcare	<u>196,985</u>	<u>28,570</u>	<u>225,555</u>	<u>255,222</u>

	2021	2020
	£	£
Support Costs		
Management	21,076	21,394 Income generated
Insurance	2,216	1,710 Income generated
Independent examination	220	220 Income generated
Security	340	397 Income generated
Cleaning	4,718	4,097 Income generated
	<u>28,570</u>	<u>27,818</u>

5.No trustees received any emoluments during the year.

6.STAFF COSTS AND EMOLUMENTS

	Total 2021	Total 2020
	£	£
Gross wages and Salaries	225,456	243,882
Employers National Insurance Contribution	8,779	8,132
	<u>234,235</u>	<u>252,014</u>
Less Furlough payments received	23,356	27,359
	<u>210,879</u>	<u>224,655</u>

No employee received emoluments of over £60,000 during the year (2020 Nil)

ROCHE LEARNING VILLAGE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 August 2021

7.EMPLOYEE STATISTICS

	2021	2020
The average number of staff employed by the charity during the financial year amounted to	17	17

8.TANGIBLE FIXED ASSETS

	Equipment	Buildings	Total	Total
	£	£	2021	2020
	£	£	£	£
ASSET COST				
Balance brought forward	37,623	56,506	94,129	83,603
Additions	4,578	7,600	12,178	10,526
Balance carried forward	42,201	64,106	106,307	94,129
ACCUMULATED DEPRECIATION				
Balance brought forward	31,306	25,066	56,372	51,550
Charge for the year	2,046	3,656	5,702	4,822
Balance carried forward	33,352	28,722	62,074	56,372
NET BOOK VALUE				
Brought forward	6,317	31,439	37,757	32,053
Carried forward	8,849	35,383	44,233	37,757

10.CREDITORS:Amounts falling due within one year

	2021	2020
	£	£
Accruals Accountancy	425	425
Payments in Advance Cornwall Council Grant	-	21,452
	425	21,877

ROCHE LEARNING VILLAGE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 August 2021

Note 11	Fund				Analysis of	
	Balance		Incoming		Assets & Liabilities	
	B/Fwd	Resources	Outgoing	Resources	Tangible Assets	Net Current Assets/Liabilities
	£	£	£	£	£	£
Restricted Income Fund						
Surestart Child Centre						
Refurbishment	29,351	142,054	142,858	A	28,547	14,321
						14,226
Unrestricted Income Funds						
Other	323,165	82,962	84,093	B	322,034	29,912
	352,516	225,016	226,951		350,581	44,233
						292,122
						306,348

Note

A. This fund was created by grant to refurbish the child centre and provided for moveable equipment within it.
A lease for the child centre is the subject of ongoing negotiation.
All refurbishment costs are depreciated at 4% straight line.

B. These funds represent grants and surpluses from charitable income-generating activities.

Roche Learning Village Partnership

Financial Statements

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	Costs of generating funds				
	Charitable Activities	4	81,962	142,858	224,820
	Governance Costs		735	0	735
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D	Reconciliation of funds				
	Total Funds brought forward		323,165	29,351	352,516
	Total Funds carried forward		<u>322,034</u>	<u>28,547</u>	<u>350,581</u>

ROCHE LEARNING VILLAGE PARTNERSHIP

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B. These funds represent grants and surpluses from charitable income-generating activities.