



Trustees' Annual Report for the period

		Period start date					Period end date		
		Day	Month	Year			Day	Month	Year
From		01	09	2022	To		31	08	2023

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/Finance		
2	Alison Wootton		Resigned 04.01.2024	
3	Zac Bishop	Finance		
4	Anthony O'Mahony	Finance		
5	Jeremy Walden	Whistleblower/ Safeguarding		
6	Michelle Pascoe	Finance		
7				
8				
9				
10				
11				
12				
13				
14				

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

C , F F F , F , F

Type of governing document
(eg. trust deed, constitution)

Constitution adopted on 1st 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 32 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 and Safer Recruitment.

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 the childcare centre, and its facilities, 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

The continuation of the childcare centre’s excellent reputation, dedication, and high-quality standard of care within the ‘clay’ community, whilst maintaining more affordable fees during a continued cost of living crisis.

Childcare numbers have remained high due to parents placing them at the setting from an earlier age to learn how to socialise outside of their family home and to build their resilience, communication skills and self-esteem. Our lower daily charges have allowed many parents to return to work, alongside the financial support, for those eligible, through ‘Tax Free Childcare.’

Due to the RLVP having cash reserves, the trustees were able to ensure that all staff continue to receive fair pay, supporting everyone both financially and mentally. These reserves have also enabled repairs to the building and outside area, due to the aging of the property and grounds.

Staff retention remains a challenge with the early years and education sector with employees finding the role mentally challenging due to decreased financial support from local government and lack of special education facilities. This has increased advertising and recruitment costs, training, development, and the charity having to provide enhanced ratios for children with additional needs, within an already busy and stressful environment. All this is influencing the overall reserves held but is deemed appropriate being within the RLVP’s ethos, and within the constitution of the charity.

Training has continued via Microsoft TEAMS, with a few face-to-face courses starting very gradually through Cornwall Council. This has ensured that staff have remained up to date with good practice and the knowledge and confirmation that their needs are being met and staff feel valued. Staff Mental Awareness backing remains a high priority to ensure that employees feel supported and valued.

Financial review

Brief statement of the

F , , ,

As of year-end 31/08/23 the RLVP held cash at bank of £325317, 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 2023 and in line with the living wage, being the highest proportion of the charity's 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.

Recruiting new staff and training continues to be a high proportion of spending, alongside building renewals and repairs.

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 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. Childcare attendance has remained high.

Our private fees have not been increased since April 2022.

Our main expenditure is staff costs (salaries, training, recruitment & pensions). We constantly monitor performance through 'Self Evaluation, 'Action Plans,' staff supervisions and by attending regular training and employing high quality staff. The increase in the living/minimum wage has affected this expenditure. Providing 1:1 and enhanced ratios for children with additional needs has risen significantly over the past 12 months, being substantially self-funded.

Licences and membership fees continue to rise. Utility charges remain high. The manager sources new suppliers regularly in order to gain best value for money.

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, although discussions between the RLVP & Cornwall Council have continued to be intermittent since November 2022. The RLVP are currently still responsible for all maintenance and repairs to the building in lieu of rent charges.

The facilities at Pebbles are 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. 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.

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 at an affordable cost if and when requested

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

Declaration

F , F , F FF F F , F , F

Signed F F , F , F ,

Signature(s)

edoble

Full name(s)

Mrs Emma Doble

Position (eg secretary, chair, etc)

Chair

Date

16th May 2024

Roche Learning Village Partnership

Financial Statements

For the Year Ended 31 August 2023.

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 2023 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.

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

26 February 2024

ROCHE LEARNING VILLAGE PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 AUGUST 2023

		Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	Notes	£	£	£	£
A Incoming Resources					
Incoming Resources from charitable activities					
Childcare and grants	3	315,211	290	315,501	308,598
Total Incoming Resources		<u>315,211</u>	<u>290</u>	<u>315,501</u>	<u>308,598</u>
B Resources Expended					
Costs of generating funds					
Charitable Activities	4	308,082	290	308,372	302,424
Governance Costs		785	0	785	735
Total Resources expended		<u>308,867</u>	<u>290</u>	<u>309,157</u>	<u>303,209</u>
Net incoming resources and movement in funds		<u>6,344</u>	<u>0</u>	<u>6,344</u>	<u>5,389</u>
D Reconciliation of funds					
Total Funds brought forward		327,423	28,547	355,970	350,581
Total Funds carried forward		<u>333,767</u>	<u>28,547</u>	<u>362,314</u>	<u>355,970</u>

ROCHE LEARNING VILLAGE PARTNERSHIP

BALANCE SHEET

31 August 2023

			2023	2022
			£	£
A	FIXED ASSETS	Note		
	Tangible Assets	8	37,472	39,850
	TOTAL FIXED ASSETS		<u>37,472</u>	<u>39,850</u>
B	CURRENT ASSETS			
	Cash at Bank		325,237	316,515
	Cash in hand		<u>80</u>	<u>80</u>
	TOTAL CURRENT ASSETS		325,317	316,595
C	LIABILITIES			
	Creditors: Amount falling due within one year	10	<u>475</u>	<u>475</u>
	NET CURRENT ASSETS		324,842	316,120
	NET ASSETS		<u><u>362,314</u></u>	<u><u>355,970</u></u>
D	THE FUNDS OF THE CHARITY			
	RESTRICTED INCOME FUNDS		28,547	28,547
	TOTAL UNRESTRICTED INCOME FUNDS		333,767	327,423
	TOTAL CHARITY FUNDS	11	<u><u>362,314</u></u>	<u><u>355,970</u></u>

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

Emma Doble

Chairperson

ROCHE LEARNING VILLAGE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 August 2023

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 2023

3.INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	2023	2022
	£	£	£	£
Childcare and Grants				
Childcare fees and Rents	315,211	0	315,211	302,568
Grants-				
EYDCP Cornwall CC	0	290	290	6,030
	<u>315,211</u>	<u>290</u>	<u>315,501</u>	<u>308,598</u>

4.COSTS OF GENERATING FUNDS

	Activities Undertaken Directly	Support Costs	Total 2023	Total 2022
	£	£	£	£
Childcare	<u>266,920</u>	<u>42,235</u>	<u>309,155</u>	<u>303,209</u>

	2023	2022
	£	£
Support Costs		
Management	26,173	23,254
Insurance	2,838	2,616
Independent examination	220	220
Security	497	782
Cleaning	12,507	6,403
	<u>42,235</u>	<u>33,275</u>

5.No trustees received any emoluments during the year.

6.STAFF COSTS AND EMOLUMENTS

	Total 2023	Total 2022
	£	£
Gross wages and Salaries	253,661	242,355
Employers National Insurance Contribution	14,033	19,783
	<u>267,694</u>	<u>262,138</u>

No employee received emoluments of over £60,000 during the year (2022 Nil)

ROCHE LEARNING VILLAGE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 August 2023

7.EMPLOYEE STATISTICS

	2023	2022
The average number of staff employed by the charity during the financial year amounted to	<u>17</u>	<u>17</u>

8.TANGIBLE FIXED ASSETS

	Equipment	Buildings	Total 2023	Total 2022
	£	£	£	£
ASSET COST				
Balance brought forward	39,879	64,106	103,985	103,037
Additions	1,072		1,072	948
Balance carried forward	<u>40,951</u>	<u>64,106</u>	<u>105,057</u>	<u>103,985</u>
ACCUMULATED DEPRECIATION				
Balance brought forward	33,152	30,984	64,136	58,801
Charge for the year	2,136	1,313	3,449	5,334
Balance carried forward	<u>35,288</u>	<u>32,297</u>	<u>67,585</u>	<u>64,135</u>
NET BOOK VALUE				
Brought forward	7,033	32,817	39,850	44,233
Carried forward	<u>5,663</u>	<u>31,809</u>	<u>37,472</u>	<u>39,850</u>

Note - Balances brought forward adjusted for Assets that had been written down to zero.

10.CREDITORS:Amounts falling due within one year

	2023	2022
	£	£
Accruals Accountancy	<u>475</u>	<u>475</u>

ROCHE LEARNING VILLAGE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 August 2023

Note 11

	Fund			Fund		Analysis of Assets & Liabilities	
	Balance B/Fwd £	Incoming Resources £	Outgoing Resources £	Balance C/Fwd £		Tangible Assets £	Net Current Assets/Liabilities £
Restricted Income Fund							
Surestart Child Centre							
Refurbishment	28,547	290	290	A 28,547		12,150	16,397

Unrestricted Income Funds

Other	327,423	315,211	308,867	B 333,767		25,322	308,445
	355,970	315,501	309,157	362,314		37,472	324,842

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.