

**PEMBURY PRE-SCHOOL PLAYGROUP**  
REGISTERED CHARITY NUMBER 1107370

**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**PEMBURY PRE-SCHOOL PLAYGROUP**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FOR THE YEAR ENDED 31 MARCH 2021**

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**Charity Number:** 1107370

**Trustees:** Carol Ann Sinclair  
Patricia Margaret Hooper  
Clare Stewart  
Yirga Berhane  
Louise Wojcicki

**Principal:** Louise Wojcicki

**Operating Service from:** Pembury Pre-school  
16 Atkins Square  
Dalston Lane  
London E8 1FA  
  
Phone: 020 8985 4484  
Email: [carol.sinclair@pemburypreschool.co.uk](mailto:carol.sinclair@pemburypreschool.co.uk)

**Accountant:** Margaret Trotter  
205 Well Street  
London E9 6QU

**Bankers:** HSBC  
London

PEMBURY PRE-SCHOOL is a registered charity

The Charities governing instrument is its Pre-school Learning Alliance Model Constitution 2011

**PEMBURY PRE-SCHOOL PLAYGROUP**  
**TRUSTEES AND DIRECTORS REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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Pembury Pre-school was registered as a charity number on 1107370 on 21 December 2014 .

The Charities governing instrument was updated to the Pre-school learning Alliance Model Constitution 2011 adopted by the Committee of Trustees on 17 November 2016

The members of the Trustees Committee present their reports and the financial statements for the year ended 31<sup>st</sup> March 2021

**Structure, Governance and Management**

The management of the Charity is the responsibility of the Trustees with day to day management devolved to management company officers and appointed managers. The Trustees are drawn from the parent group and other local professionals, trustees remain until such time as a parents nominate new trustees. Support for Trustee Duties and OFSTED requirements are covered internally, with occasional training being offered by Hackney Learning Trust. All new Trustees sign Charity Commission Trustee Declaration.

The Trustees are:

Carol Sinclair Chair

Louise Wojcicki Manager

Pat Hooper - Room Leader

Clare Stewart - Treasurer

Yirga Berhane - Secretary

Two members of the committee are paid employees of the charity. The committee has a written agreement with Louise Wojcicki and Pat Hooper, that they do not get paid any remuneration for their work as a Trustees.

The Charity's insurance covers Employer Liability (£10 million), Public Liability (£5 million) plus other aspects such as Trustee cover and Loss of Revenue

Two main relationships support the Charity:

**OFSTED:** In order to operate as a pre-school offering sessions over 2hrs per day the pre-school is registered with OFSTED (EY 554421). The pre-school has been rated good, on 19<sup>th</sup> September 2018

Pembury pre-school opens from 8 am to 5.00pm, term time only we are working towards opening for 52 weeks of the year we provide breakfast club and after school clubs, which support many parents enabling them to work.

**We offer our parents flexible times to suit their needs**

**Hackney Learning Trust** is The Pre-schools main funder. Main funds come in from this source in 2 ways:

Two grants – under the Subsidised Childcare Programme (SCP) and under a SEN Worker Grant

Funding per place of child – this again comes in two parts, 15hrs universal funding for 3 and 4 year olds and 15hrs funding for disadvantaged 2yr olds. based on family income of under £16,190 per annum, child's disability or social services statement

Funding regimes have specific requirements to ensure the monies are spent on the needs of children currently using the pre-school, these fall into quality requirements (good OFSTED rating, participation in professional networks and ongoing staff training) and financial requirements (for SCP 40% of users

coming from households with incomes under £25,000)

Other funding help is available periodically, e.g. to develop a 2yr old service.

### **Staffing**

All staff are fully qualified, and all staff are DBS checked every three years and complete statutory training which is required by OFSTED, and includes safe guarding, child protection, first aid and food hygiene.

### **Objects**

The principal object of the Charity is to advance the education of children below compulsory school age. To follow the Early years alliance guidelines, to work with outside agencies to support the children in our care (Social Child care, Speech and Language, Special educational teachers etc.)

### **Objectives and activities**

To advance the education of children (mainly those under the age of 5).

To support all children including 2 year old disadvantaged children, SEN children and to ensure that safety and wellbeing is paramount at all times.

To be as flexible as we can to support our parents eg working, studying and respite care for parents who need this.

We do this by following the early years foundation stage care, working with outside agencies to support the children in our care (social child care, speech and language, special educational teachers etc.)

### **Public Benefit Statement.**

By supporting the 2yr old entitled children we are supporting the whole family, by giving these children opportunities that they may not have had if we did not take these children into our setting, eg Outings to the coast or country side, cooking activities, book reading days (where a child will receive a free book), dough days, all of above are free to children and parents and we would encourage all parents to attend.

We follow the Early years foundation stage (EYFS) giving all our children the best start in life, by making our activities fun (learning through enjoyment and what each child likes best). We track our children's progress and by doing this we can see that if a child is meeting their age appropriate mile stones.

We work very closely with outside agencies enabling us to support children and their families and if at all necessary, we signpost child / families to speech and language sessions and if needed a SALT will attend our setting to support the child and give us strategies to support the child (all staff are trained in doing language groups). We also find that our language groups are very good for children who have English as a second language.

Our setting is inclusive we are supported by a SENCO (Special needs coordinator) as some of our children need to have 1 to 1 support depending on the severity of their needs, many of our children will leave us with an Education Health Care Plan. Pandemic key children

Pembury preschool, stayed open for children for whom parents could not work from home, key workers children and vulnerable children.

### **Achievements and Performance**

One of our main achievements is passing Ofsted Inspection with a Good rating in September 2018.

We have supported three of our staff, all three have now passed their level 3 in Childcare and Education.

### **Dental health.**

All staff attended oral health training.

Tooth friendly, our setting was awarded, silver, for our knowledge and participation in this training.

Over 1 in 4 children in Hackney have tooth decay when they start school, all children should be registered with a dentist, when they reach 2 years of age.

Parents were invited to their own training, which went well, all children received a bag of dental items.

Our setting have been invited to join a pilot scheme, sometime this year, which is very exciting.

Launch pad, this is to update all staff with the new requirements for running language groups, many of our children attended these groups for different needs eg English 2nd language, waiting, sharing and of course speech, understanding, communication and those with language delay.

Two of our staff, attended training Understanding Two Year Old's, which went very well, the knowledge they gained was shared with all staff, these two staff members we're invited to give an presentation at an Early Year Conference, which they did to a good standard.

We support our families by offering the 30 hours free childcare for 3- and 4-year-olds of working parents.

We also support parents by holding their child's health check at 27 months old at our premises and we have a named health visitor who supports us with this.

As we now have more space, we host reviews for children in need and children on the child protection register with the child's social worker as lead. This is very beneficial to the families.

Our safeguarding officers have attended child protection and children in need conferences to support whole families.

We have an accredited lead practitioner in health within our setting, she supports our families and children with different aspects of the children's health, oral health, nutrition, healthy eating and well-being. Our menus are changed with the seasons and we support our parents by giving them idea's for healthy packed lunches, which is doing very well.

Early year's pupil premium.

We have purchased sensory equipment mostly for our SEN children, and all of the children enjoy these resources. We re-started our book lending scheme for our children and families, buying new and exciting books for our children. We have also paid for trips for our families.

During the peak of the pandemic, resources were bought for all of our children "Goodie bags".

EYPP funding was spent on one of our children, due to a report to us from social care, saying that this child had no resources at home, the child is on the Child Protection Register.

## Financial Review

Income and Expenditure year ended 31 March 2021

The results for the year are

Income was	£ 280,451	(2020: £310,132)
Expenditure was	£ 248,342	(2020: £307,779)
Surplus for year was	£ 32,109	(2020: £2,353)

Income decrease by £29,681 that is 10 % this year as fees fell due to Covid. . Expenditure decreased by £ 59,437 that is 19%, the largest decrease was salaries as staff left or retired. All income and expenditure was unrestricted. We retained a surplus of £32,109 for the year (2020: £2,353 ).

## Reserves

At 31 March 2021 were £138,092 (2020: £105,983) and are all unrestricted. We will set a designated reserve of £55,000 towards 3 months contractual running costs that are currently £62,000.

## Plans for the Future

Are aims are to maintain our Good Ofsted rating, and support as many children as we can, whatever their needs.

October 2021

We noticed that we had numerous children joining us, who needed extra support, we have seeked extra funding from Hackney Learning Trust, we must wait until December 9th to find the outcome, as our application needs to go in front of a panel.

If we are successful, we will employ an extra staff member to ensure that these children, receive the best start to their education we can.

November 2021

Two staff members started training regarding The Solihull Approach, which teaches how we should understand the children's emotions more, once this is finished the two staff will give training sessions to all staff members.

December 2021

Awaiting the decision from the panel, organizing Christmas parties, this is a fun time for all.

### Trustees Responsibilities Statement

The trustees are responsible for preparing the trustees report and the financial statements in accordance with applicable law and UK accounts standards

The Trustees must be satisfied that the financial statement give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the method and principles in the Charity SORP;
- Make judgments and accounting estimates that are reasonable and prudent;
- Prepare the financial statement on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation;

Approved by the Trustees on

Signed by".....3/12/21  
On behalf of Pembury Preschool.

Trustee signature



Trustee name

CAROL SINCLAIR

**PEMBURY PRE-SCHOOL PLAYGROUP**  
**INDEPENDENT EXAMINATORS REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Independent Examiners Report to the Trustees Pembury Pre-school**

I report on the financial statements of the charity for the year ended 31 March 2021.

This report is made solely to the Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the Trustees, those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the Trustees as a body, for my work, for this report, or for the opinions I have formed.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of financial statements. The trustees consider that an audit is not required for this year under Section the Charities Act and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5) of the 2011 Act; and
- to state where particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity

Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**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 130 of the Charities Act; and
- to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Charities 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 financial statements to be reached.

Signed



MARGARET TROTTER FCCA

205 WELL STREET, LONDON E9 6QU

6 December 2021



**Pembury Pre-school Playgroup**  
**Statement of Financial Activities**  
**For the year ended 31 March 2021**

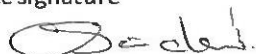
	Unrestricted Funds 2020/21	Restricted Funds 2020/21	Total 2020/21	Total 2019/20
	£	£	£	£
<b>Incoming resources</b>				
Playgroup Fees	20579	0	20579	50340
LB Hackney	246333	0	246333	240495
Other income and recharges	13539	0	13539	19297
<b>Total incoming resources</b>	<b>280451</b>	<b>0</b>	<b>280451</b>	<b>310132</b>
 <b>Resources expended</b>				
Charitable expenditure:				
Premises	19536	0	19536	26721
Staff	220101	0	220101	264257
Supplies and services	8705	0	8705	16801
<b>Total resources expended</b>	<b>248342</b>	<b>0</b>	<b>248342</b>	<b>307779</b>
 Net movement in funds	32109	0	32109	2353
Brought forward funds	105983	0	105983	103630
Fund balances carried forward	138092	0	138092	105983

**Pembury Pre-school Playgroup**  
**Balance Sheet**  
**As At 31 March 2021**

	2020/21	2019/20
<b>FIXED ASSETS</b>	587	1520
<b>CURRENT ASSETS</b>		
Debtors & Prepayments	47241	476
Balance at bank	104664	117008
Cash in hand	103	103
Surplus		
	<u>152008</u>	<u>117587</u>
<b>CREDITORS : amounts falling due within one year</b>		
HMRC + creditors	14399	13124
<b>NET CURRENT ASSETS</b>	<u>137609</u>	<u>104463</u>
<b>NET ASSETS</b>	<u>138196</u>	<u>105983</u>
<b>FUNDS</b>		
Restricted funds	0	0
Designated funds	55000	55000
Unrestricted funds	83196	50983
<b>TOTAL FUNDS</b>	<u>138196</u>	<u>105983</u>

Approved by the Trustees on  
and signed on their behalf by:

Trustee signature



Trustee name

CAROL SINCLAIR

3/12/2021

**PEMBURY PRE-SCHOOL PLAYGROUP**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**ACCOUNTING POLICIES**

**1. Basis of preparation of financial statements**

The financial statements are prepared under the historical cost convention and include the results of the charity's operations which are described in the Trustees Report and all of which are continuing. Fixed assets are only to be capitalised when they cost over £1,000 and will be depreciated at the rate of 25% per annum. The accounts have been prepared in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" with applicable accounting standards on the accrual basis.

**2. Fund Accounting, Risk and Reserves Policy**

Unrestricted funds comprise accumulated surpluses and deficits on general funds. They are available for use at the discretion of the Trustees in furtherance of the general charitable objectives. Designated funds are amounts that have been set aside at the discretion of the Executive Committee. Restricted funds are funds that are spent in accordance with specific restriction imposed by the donors or which have been raised by the charity for specific purpose. The cost of raising and administering such funds is charged against the specific fund.

**3.**

**Incoming resources**

Incoming resources represents the total income receivable during the year comprising grants and placement fees from the Learning Trust, and fees from parents.

**4. Resources expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis. Charitable expenditure comprises costs of staff and resources in furtherance of the charity's objects.

<b>Reserves</b>	<b>at 1/4/2020</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>at 31/3/2021</b>
Unrestricted	£105,983	£280,451	£248,342	£138,092

Unrestricted funds are £138,092 and we have designated £55,000 of these funds towards building a fund toward to 3 months running costs of the charity amounting to £62,000.

**5 Related Party Transactions**

The Board of Trustees consist of parents nominated from the parents advisory group and other local childcare professionals. Parent Trustees of children who use the nursery do so on similar terms as non-committee members. No Trustee received remuneration for being a Trustee. Two Trustees were remunerated members of staff in the year, Pat Hooper and Yirga Berhane.