

PEMBURY PRE-SCHOOL PLAYGROUP
REGISTERED CHARITY NUMBER 1107370

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

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YEAR ENDED 31 MARCH 2022

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PEMBURY PRE-SCHOOL PLAYGROUP
TRUSTEES AND DIRECTORS REPORT
FOR THE YEAR ENDED 31 MARCH 2022

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 31st March 2022

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. Trustee Clare Stewart resigned on 11 July 2022.

The Trustees are:

Carol Sinclair Chair

Louise Wojcicki Manager

Pat Hooper - Appointed Treasurer 11th July 2022

Michelle Kelly - Room Leader, Trustee appointment 11th July 2022

Sharon Adams – Parent's Representative, Trustee appointment 24 January 2022

Yirga Berhane - Secretary

Louise Wojcicki and Michelle Kelly are paid employees of the charity. The committee has a written agreement stating 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 2 hrs per day the pre-school is registered with OFSTED (EY 554421). The pre-school has been rated good, on 19th 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, 15 hrs universal funding for 3 and 4 year olds and 15 hrs 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 service for 2yr olds.

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, working with outside agencies to support the children in our care, (children's 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 the 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 children's interests). 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.

One of our new Trustees works very closely with our parent's and is organising a coffee morning for our families to enable them to make new friends, give feedback and to gain fresh idea's.

Achievements and Performance

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

Our setting has been invited to join a pilot scheme, 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. After training, we received a visit from a Speech and Language Therapist who read, Alan the Alien, which was great fun for the whole setting.

We also support a university student, with her Speech and Language training, A DBS check was, obtained.

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 ideas 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.

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

Financial Review

Income and Expenditure year ended 31 March 2022

The results for the year are

Income was	£ 276,945	(2021: £280,451)
Expenditure was	£ 262,994	(2021: £248,342)
Surplus for year was	£ 13,951	(2021: £32,109)

Income decreased by £3,506 overall as grants from the Learning Trust decreased. This drop was mitigated by an increase in fees paid by parents, now that the school is moving towards normally after the covid period, however fees have not yet returned to their pre-covid levels. Expenditure increased by £14,652 that is 6%, however previous years costs were lower due to covid. Costs are still lower than pre-covid periods. All income and expenditure was unrestricted. We retained a surplus of £13,951 for the year (2021: £32,109).

Reserves

At 31 March 2021 were £152,043 (2021: £138,092) 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

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

Risk

The Committee is yet to complete a formal assessment of the risk facing the Charity but considers that steps have been taken to mitigate major risks both financial and operational. Costs will increase by the annual rental of the new space and for utility costs. The lease rent is £8,300pa with rpi rises and a break clause after 5 years.

Events since the end of the year to date.

June 2022

Our setting was awarded, by the Mayor of London, Bronze Award to improve the health, wellbeing and development of children, staff and families.

July 2022

After a risk assessment it was decided to cancel the summer trip to the coast, due to the extreme heat.

Children had a graduation day, which was loved by all.

End of term party was held.

September 2022

We have had an influx of children with additional needs, joining our setting. We were funded for an extra staff member for 12 weeks, which is not enough for the number of children we are supporting.

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 on behalf of Pembury Preschool by:

Trustee signature



Trustee name

CAROL SINCHAIR

28/11/2022

PEMBURY PRE-SCHOOL PLAYGROUP
INDEPENDENT EXAMINATORS REPORT
FOR THE YEAR ENDED 31 MARCH 2022

Independent Examiners Report to the Trustees Pembury Pre-school

I report on the financial statements of the charity for the year ended 31 March 2022.

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

 21 December 2022

MARGARET TROTTER FCCA

205 WELL STREET, LONDON E9 6QU

**Pembury Pre-school Playgroup
Statement of Financial Activities
For the year ended 31 March 2022**

	Unrestricted Fund: 2021/22	Restricted Funds 2021/22	Total 2021/22	Total 2020/21
	£	£	£	£
Incoming resources				
Playgroup Fees	37827	0	37827	20579
LB Hackney	232296	0	232296	246333
Other income and recharges	6822	0	6822	13539
Total incoming resources	276945	0	276945	280451
 Resources expended				
Charitable expenditure:				
Premises	24038	0	24038	19536
Staff	216338	0	216338	220101
Supplies and services	22618	0	22618	8705
Total resources expended	262994	0	262994	248342
 Net movement in funds	13951	0	13951	32109
Brought forward funds	138092	0	138092	105983
Fund balances carried forward	152043	0	152043	138092

C. Sinclair

CAROL SINCHAIR

28/1/2022

Pembury Pre-school Playgroup
Balance Sheet
As At 31 March 2022

	2021/22	2020/21
	£	£
FIXED ASSETS	0	587
CURRENT ASSETS		
Debtors & Prepayments	3244	47241
Balance at bank	162836	104560
Cash in hand	103	103
Surplus		
	<u>166183</u>	<u>151904</u>
CREDITORS : amounts falling due within one year		
HMRC + creditors	14140	14399
NET CURRENT ASSETS	<u>152043</u>	137505
NET ASSETS	<u>152043</u>	<u>138092</u>
FUNDS		
Restricted funds	0	0
Designated funds	55000	55000
Unrestricted funds	97043	83092
TOTAL FUNDS	<u>152043</u>	<u>138092</u>

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

Trustee signature *C Sinclair*

Trustee name *CAROL Sinclair*

28/11/2022

PEMBURY PRE-SCHOOL PLAYGROUP
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

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.

Reserves	at 1/4/2021	Incoming	Outgoing	at 31/3/2022
Unrestricted	£138,092	£276,945	£262,994	£152,043

Unrestricted funds are £152,043 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. Three Trustees were remunerated members of staff in the year, Pat Hooper and Michelle Kelly and Louise Wojcicki.

C Sinclair
CAROL SINCLAIR
28/4/2022