

Annual Report of Clanfield Pre-School December 2021

Introduction:

Overall, it has been a positive year. The everchanging Covid restrictions and government guidance comes with its challenges but the committee and staff have navigated through them successfully and are pleased to say the running of the setting has not been massively affected. After the previous year's redundancies, the remaining staff pulled together creating and maintaining a quality provision.

REITERATE the importance of the committee comprising of members of the preschool and the need for more parents to get on board – thank those in attendance tonight for coming.

Achievements:

In what has been a year dictated by a global pandemic Clanfield Pre-School remained open when expected (by Government). The staff continued to partake in continual professional development introducing activities with an added emphasis on personal wellbeing these activities included yoga which has been well received by the children and enjoyed by the group as a whole.

Laura continues to bring the administration into the 21st century with the ever-evolving administrative systems. At the time of writing all appropriate records are now held electronically also with appropriate accesses and permissions in place. The Baby's Days system allows sharing of information between staff and parents at the touch of a button.

Staff remain positive and working well as a team. As mentioned above the staff continue to take part in training and this is very much supported by the committee.

Forest School continues to be a highlight of the week. Enjoyed by all that attend, we continue to outsource this session to Mandy. Kellie is booked on to begin her formal Forest School lead training at Hill End this course will last approximately 9 months and once complete we will have the luxury of two forest leaders meaning more opportunities to expand our outdoor learning. Kellie's training has been funded by Bampton Community Fund for which we are grateful (their support continues to enable some fabulous things within our setting).

Fundraising has (due to the pandemic) been limited and thin on the ground, but Laura and Lou continue to attempt remote fundraisers including sponsored sports day, Daisyroots Pottery, Christmas card sale and the annual raffle. We have high hopes for more fundraising next year - restrictions allowing.

This year the setting continued to offer playscheme days during all but the Christmas half term this continues to be well received by the families that use it allowing parents to carry on working or quite simply bridging the gap and maintaining relationships for others. We have also rolled out our wraparound care which has been a slow burner but now has 4 regular users.

Impact

25 children attending Clanfield Pre-School during the period September 2020 – August 2021 with 10 leaving us to go to reception class and another 3 moving on to other settings due to house moves

and family circumstance. 12 remained with us and were joined by another 6 in term one with a further 5 possibly 6 waiting to join in January 2022.

Once again transfer/transition for students has been impacted by the restrictions caused by covid with limited face to face transition time with their new class teachers.

Looking to the future

Looking forward to extending our outdoor learning further. Our outside space has been an ongoing project and is now in good shape.

We welcome this academic year Veena Thakur to the team and are excited by the expertise, enthusiasm and first-hand diversity she can bring to the setting.

We feel we have good relationships with our families past and present and are keen to maintain this or improve it should there be a need.

Profit and Loss

Clanfield Pre-School

For the year ended 31 August 2021

2021

Turnover

2yr Government Funded Hours	7,891.20
2yr Private Fees	11,375.00
3yr Government Funded Hours	33,348.16
3yr Private Fees	6,908.85
Donations Received	652.55
Early Years Pupil Premium Received	750.00
Extended Services Income	462.50
EY Milk Subsidy	290.58
Forest School Income	2,472.58
Fundraising	1,023.29
Grants Received	13,162.45
Interest Income	2.26
Play Scheme Income	1,977.50
Sales	1.60
Snack and Sundries Charge	2,471.00
Total Turnover	82,789.52

Gross Profit

82,789.52

Administrative Costs

Audit & Accountancy fees	1,443.36
Bank Fees	196.33
Cleaning	938.01
Committee Costs	152.32
Consumables (Groceries)	605.34
Early Years Pupil Premium Spent	425.86
Early Years Resources	946.18
Forest School Costs	1,482.66
Fundraising Costs	26.36
Fundraising Purchases	238.80
General Expenses	1,643.84
Insurance	937.75
Interest Paid	23.75
IT Software and Consumables	649.03
Light, Power, Heating	821.27
Milk	370.44
Pensions Costs	870.28
Postage, Freight & Courier	20.31
Pre-School Equipment	2,696.57
Printing & Stationery	428.37
Rent	150.00

2021

Repairs & Maintenance	824.23
Salaries	60,184.90
Staff Costs	286.01
Staff Training	474.89
Subscriptions	420.32
Telephone & Internet	757.85
Waste Disposal	296.80
Water Supply	602.28
Total Administrative Costs	78,914.11
Operating Profit	3,875.41
Profit on Ordinary Activities Before Taxation	3,875.41
Profit after Taxation	3,875.41

Central Office – Cobweb Buildings
The Lane
Lyford
Oxon
OX12 0EE
31 January 2022

To Whom It May Concern,

Independent Examiner's Report to the Trustees of Clanfield Pre-School, Charity Registration No. 1119060.

I report on the accounts of the pre-school for the year ended 31st August 2021, as attached to this letter.

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the 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 accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

The Assistant Manager and Manager, prepare the accounts on a receipts/payments basis and these are reconciled with the bank statement on a monthly basis. The Treasurer reviews the accounts on a regular basis. Funds are held in a current account and a deposit account.

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Lesley Carson FCCA
Director