

THE BEECHES PRESCHOOL

Charity Commission Registered No: 1124606

ANNUAL REPORT AND ACCOUNTS

For the financial period ending 31st July 2020

**Beeches Pre-school
Trustee Annual Report
For the year ending 31st July 2020**

The trustees present their report and independently examined financial statements for the year ended 31st July 2020.

Reference and Administrative Details:

Registered Name: Beeches Pre-school

Charity No: 1124606

Operational Address: The Allama Iqbal Family Centre
157 Cromwell Road
Peterborough
PE1 2EL

Trustees at date of Report:

Chair	Vilune Jamil
Member	Rachel Casbon
Member	Vida Zahoor

Other Trustees who served in the year: Susan Isaacson

Bankers: HSBC Bank Pic

Independent Examiner: Mark Bedford MAAT
11 Belton Road
Stanground
Peterborough
PE2 8UU

Structure Governance and Management

The preschool is a membership organisation governed by the model Pre-school Learning Alliance Constitution 2011, which was adopted on 7th May 2014. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Members appoint/confirm committee members at the AGM. All Committee members give their time on a voluntary basis and receive no remuneration or other benefits.

Objects and Activities

The objects are, as set out in the constitution, to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

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- (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

Public benefit

In setting the objectives and planning the activities of the charity the Committee has given careful consideration to the Charity Commission's general guidance on public benefit. All children are eligible for Nursery Education Funding, which is provided by the Local Authority, the term after they become 3 years old. Fees are charged for children who attend between the ages of 2 and 3 but these are kept as low as possible so that our childcare is affordable to all families using our service, particularly working families who are not entitled to 2 year old funding.

Achievements and Performance

The preschool has been very busy with children, although we have been operating at less than full capacity. We supported 4 children with a diagnosis of autism, plus other children with speech delay and development delay. We supported one family with the EHC plan process to ensure their child received the support he needed at school. The manager attended training on "attention and engagement with autistic children" which was then used in the setting to great success. We supported a family with their housing application, provided workplace experience for three students on childcare courses and helped 50% of our parents with filling in the online school admission form as for many it is too complicated.

When the Covid-19 lockdown was announced, we asked our key worker families if they wanted their child to attend but they decided not to, therefore the setting closed completely from 20 March until June.

Throughout lockdown we contacted our families by telephone at least once a fortnight and provided as much help, advice and support as we could, including signposting parents to food banks and explaining the furlough system. We emailed and posted resources to families to keep the children busy. We had three families who received Early years pupil premium so we used the funds to send them supermarket vouchers. We also provided resources for one of our children who was struggling without his favourite toys from preschool.

When we re-opened, initially only children who were due to go to school could attend, but we soon allowed younger children to join us, and 11 children returned altogether. We ensured we were open all day so our working parents could return to work.

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As less children enrolled for September 2020 due to uncertainty with Covid-19, the preschool had to make some difficult decisions regarding reduction of staff hours, which took effect from November 2020 and remain in place still.

Reserves policy

Reserves act as a cushion for any loss of income and unforeseen situations. Throughout the year the balances have remained over the reserves level, currently set at £83,044. In view of the length of service of the majority of our employees, reserves have been calculated using the amounts needed to settle any redundancy payments, 12 weeks' pay in lieu of notice where applicable, plus one month's costs.

Financial Review

As a small charity the statutory reports are prepared on a Receipts and Payments basis. Receipts and Payments accounts track payments in out of the bank account and there are no adjustments made at year-end.

Last year it was agreed to change the accounts to finish on 31st July each year instead of 31st August, therefore the accounts for year ending 31st July 2019 show a 11-month accounting period only, which needs to be taking into consideration when comparing the two years.

An analysis of income received from NEF Funding and fees shows that these are at a similar rate to the previous year, due to the decision by Early Years to maintain the same level of NEF funding during closure and summer term, even though less children attended in this period due to Covid.

Although there has been a relaxation in the collection of rates for 2020-2021, Gladstone Connect has increased the rent from £7,500 to £10,000 per annum with effect from September 2020. Following a review of preschool finances in the Autumn term, it has been decided to reduce staff hours from November 2020 to reduce outgoings and safeguard the preschool.

The final closing cash balance for the year was £100,839.

This Report has been approved by the Trustees and has been signed on their behalf by:

Signature: 

Full Name: VILUME JANYIL

Date: 17 05 2021

BEECHES PRESCHOOL

Registered Charity No: 1124606

RECEIPTS AND PAYMENTS FOR THE FINANCIAL PERIOD ENDING 31ST JULY 2020

	UNRESTRICTED FUNDS	TOTAL FUNDS
	Year Ended 31/07/20	11 Months to 31/07/19
RECEIPTS	£	£
NEF Funding	116,747	95,679
Other Funding	6,360	7,909
Fees	1,279	2,587
Bank Interest	117	114
Other Income	189	0
Fund Raising and Donations	11,464	15
TOTAL RECEIPTS	136,156	106,304
PAYMENTS		
Wages inc Inland Revenue payments	(126,409)	(104,386)
Training Total	(10)	(195)
Other Staff Costs	0	0
Resources for Children	(2,797)	(2,550)
Resources for Setting	(880)	(842)
Resources for Outside	0	0
Food and Drink	(427)	(185)
Consumables	(382)	(281)
Premises	(9,137)	(10,501)
Fees and Subscriptions	(5,094)	(4,793)
Administration	(1,307)	(1,312)
Bank Charges	0	0
Other Costs	(20)	0
Fundraising	0	0
TOTAL PAYMENTS	(146,463)	(125,045)
Net of Receipts/(Payments)	(10,307)	(18,741)
Balance b/fwd	111,146	129,887
Balance c/fwd	100,839	111,146

BEECHES PRESCHOOL

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STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST JULY 2020

	UNRESTRICTED FUNDS AS AT 31/07/2020	TOTAL FUNDS AS AT 31/07/2019
<u>CASH FUNDS</u>	£	
HSBC (Current)	35,393	45,817
HSBC (Savings)	65,446	65,329
Petty Cash	0	0
Fees Float	0	0
Total Cash Funds	100,839	111,146
<u>OTHER ASSETS</u>		
Peterborough City Council	Note 3 81	0
	81	0
<u>LIABILITIES</u>		
Independent Examination	90	90
	90	90

I approve the Receipts and Payments Accounts set out on page 1 and above and confirm that all relevant records and information has been made available for their preparation.

Signed on behalf of the Trustees:



Signature

VILUNE SAHIL

Name

NOTES

1. No trustees received any remuneration or reimbursements in the period above.
2. The year-end has changed to 31st July therefore 2018/19 accounts include transactions for a 11 month period only.
3. Business rates of £81.20 paid in April 20 are due to be refunded.

**This independent examiners report relates to the accounts of
THE BEECHES PRESCHOOL**

Charity Commission Registered No: 1124606

Accounts are prepared for the year ended 31st July 2020

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts 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)(b) of the 2011 Act;
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

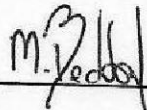
In connection with my examination, no matter has come to my attention:

- (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 2011 Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

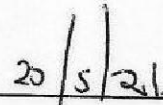
Or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date



Mark Bedford
MJB Financial Services
11 Belton Road
Stanground
Peterborough
PE2 8UU