



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	January	2022		31	December	2022

Section A Reference and administration details

Charity name	St Pauls Preschool
Other names charity is known by	
Registered charity number (if any)	1146027
Charity's principal address	Invicta Hall Strandfield Close, Plumstead London Postcode SE18 1LA

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	Janet Peel	Chair		
2	Stacey Trueman	Secretary		
3	Natalie Cassidy	Treasurer		
4	Patricia Miller	Trustee		
5	Maria Commene	Trustee		
6	Craig Wright	Trustee		
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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 adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre school Learning Alliance model pre – school Constitution adopted at AGM committee meeting February 2012
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Trustees were appointed or re-elected at the annual AGM held on 15 th November 2021

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.

All policies and procedures in place for Trustees and reviewed yearly.
DBS checks for all staff/ trustees/ committee members done in January 2022.
Member of the Early years Alliance.
Work with local children's centres to deliver the Together for Two programme to families with 2 year olds in need of support.
Work with Local authority and HMRC to deliver the 30 free childcare scheme
Work with SALT, EYIT Social services & Health visitors to ensure that children with additional needs get access to the services they need.
Parents were supported to attend TAC meetings, engaging with support Services
Have a SLA with Greenwich Children's services for delivering free early learning places for two, three and four year olds
All trustees give their time voluntary and receive no remuneration or other benefits

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by: (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

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

Trustees planned the activities and service development mindful of the public benefit requirement.

Worked with the local authority and Children's Centres to expand on our provision for 2 year olds, providing support to families.

Work with Local authority and HMRC to deliver the 30 free childcare scheme

Training has enabled Early identification of any additional needs and Sign posting to services

Ideas for play activities at home

Role modelling behaviour management

Keep parents/ carers updated on what they can access through the Greenwich Local Offer service

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.

Volunteers support the preschool for all outings, helping the preschool maintain the 1:2 ratio .

Volunteers support the preschool by helping during promoting activities.

Parents / carers are requested to donate toys / cleaning products / snacks to the preschool.

Section D	Achievements and performance
<p>Summary of the main achievements of the charity during the year</p>	<p>Covid still has an impact on our number of children attending this year, as some families still feel it is safer to keep their children at home</p> <p>We held our AGM for our committee members to hear all about what we have done, what we are doing and what we plan to do. We welcomed any feedback and suggestions – all of which are minuted.</p> <p>We involved parents by holding induction meetings to explain how we deliver the curriculum to the children</p> <p>We provide parents with parental feedback questionnaires which they are urged to complete and if they would prefer they are told they can do this anonymously.</p> <p>The preschool attended the annual Teddys Bear picnic</p> <p>The pre-school had visits from our local community which include our community dentist, speech and language therapists (ICAN)</p> <p>The preschool has ensured that all the tracking, 2-year progress checks and supervisions for this year have all been completed on time. This ensures that staff feel supported and encourages them to further their knowledge and keep up to date with guidelines by attending relevant training</p> <p>The preschool has formed a partnership with the local children's centres to ensure that all families in need are provided with the services and support they need</p> <p>The preschool had a successful growing project that involves both children and staff</p> <p>We maintained the building and where necessary replaced some of the outside fencing,</p> <p>We have a local gardener who maintains grass and weeds on a termly basis</p>

Section E	Financial review
<p>Brief statement of the charity's policy on reserves</p>	<p>The Pre-school aims to maintain 2 months running costs in reserves to allow for fluctuations in the numbers of children attending the pre-school.</p>
<p>Details of any funds materially in deficit</p>	<p>N/A</p>

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.

The preschools main source of income continues to come from the governments free 15 and 30 hours per child a week schemes, administered through Greenwich Local authority.

We had to invest in new fencing as weather damaged the previous fencing

Our cleaning bill this year was significantly less than in 2021 as we didn't need any specialised Deep Cleans of the building.

In a bid to increase the number of children we produced marketing material and distributed this around the local area

We received Pupil premium funding and a deprivation grant from the Local Authority to support the development of the children in our preschool this was used to purchase additional equipment.

Section F Other optional information

Future plans

Get fencing redecorated with alphabet and numbers for children to see when they are playing outside

We do a daily risk assessment to check toys / equipment are still safe and replace any broken items.

We plan to attend the Teddy Bears picnic and the Make Merry festival in 2023 to provide children and families with a fun day out and also to promote our preschool.

We will continue to offer flexible hours to parents in a bid to increase our numbers

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Janet Peel	
Position (eg Secretary, Chair, etc)	Chair	
Date	24/10/2023	

St Pauls Pre-school

INCOME AND EXPENDITURE FOR THE YEAR ENDED 31ST DECEMBER 2022

2022

INCOME

£

£

Headcount	75,897.00
Local Authority Grant	486.00
Fees	0.00

Total Income

76,383.00

EXPENDITURE

Food and Children's Welfare	5,273.63
Children's art and craft, toys equipment	8,070.51
Marketing / Advertising	750.00
Staff Salaries	57,879.34
Rent	3,014.55
Insurance	523.51
Cleaning	270.85
Telephone	76.83
Printing / Stationery/Ink	362.73
Repairs & Renewals	8,741.89
Affiliation fees / Subscriptions	106.34
OFSTED & DBS updates	263.60
Training	355.00
Accountant Fees	350.00
Office equipment depreciation	760.30

Total Expenditure


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86,799.08

Excess expenditure over income

-

10,416.08

Signed:		Date:	29/10/23
Name:	JAZMIN BISHAM		
Relevant professional qualification(s) or body (if any):	AAT LEVEL 2 SAGE LEVELS 1+2 ACCOUNTS ASSISTANT		
Address:	22 LYNTHURST GARDENS NEWBURY PARK, IG2 7DH.		