

ABBHEY 345 PRE-SCHOOL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022

ABBEY 345 PRE-SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	K Crouch	
	J Harriss	
	J Bucknell	
	G Roger (Treasurer)	
	L Cousins (Chair to June 2022)	
	G Neale (Chair)	(Appointed 11 June 2022)
Charity number	1155108	
Principal address	Postland Road Crowland PE6 0JA	
Independent examiner	Carolyn Rossiter Rutland House Minerva Business Park Lynch Wood Peterborough PE2 6PZ	

ABBEY 345 PRE-SCHOOL

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ABBEY 345 PRE-SCHOOL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2022

The trustees present their annual report and financial statements for the year ended 31 August 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The charity's objects are to provide care and education of pre-school age children and enhance their development and education through play and exploration, in surroundings where all families are welcome, valued and enabled to become part of our learning community. Our role is to provide a safe, stimulating environment where with the support of our highly qualified staff, children can develop at their own pace.

The setting is committed to anti-discriminatory practice to promote equality of opportunity and valuing diversity for all children and families.

We instigate and adhere to and further the aims and objects of the Pre School Learning Alliance / EYFS.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Activities undertaken to further the charity's objectives as a pre-school learning environment

In accordance with the Charities Act and the Charities (Accounts and Reports) Regulations 2008, the trustees have given regard to the guidance on public benefit issued by the Charities Commission.

Abbey 345 Pre-School has had another fantastic – although continuing to be an unusual year, which can only be attributed to the commitment, enthusiasm and professionalism of all the staff and management committee. The support received from parents/carers and members of the local community has also been exceptional.

Kathy (Early Years Manager) and her staff have continued to deliver the Early Years Foundation Stage curriculum to the children, providing care and a wide variety of learning opportunities in a safe and stimulating environment.

Although we were able to lift the majority of Covid 19 restrictions it continued to impact on the setting as staff and children still fell ill and the effect on children's development, particularly in the areas of communication, social interaction and confidence made themselves felt.

Abbey 345 Pre-School continues to offer a variety of sessions to accommodate the needs of all the local pre-school children i.e. Let's Play Together (for parents/carers and their babies/toddlers, which is free of charge), 2+ sessions (a shorter introductory session to pre-school for those aged 2 and above), mixed sessions (ages 2-4) and School Readiness sessions (for those in their pre-school year). We are also registered to deliver the government funded 2 year old entitlement and 30hr funding placement, which a number of families are taking advantage of, by sharing their hours with other settings.

Yet again we have been able to maintain excellent links with South View Community Primary School, this year liaising with Foundation Stage Teachers and other local early years settings with regular meetings to enable a smooth transition for the children into full-time education. In addition to transitions we were also able to discuss and share ideas on a range of ways to support children with sensory, communication and developmental issues. It was also lovely to be able to again see teaching staff from a variety of schools in setting and unmasked this year.

ABBAY 345 PRE-SCHOOL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

Training and development to further the charity's objectives

Abbey 345 Pre-School employs a high calibre of extremely motivated staff and the management team is fully committed to investing in the ongoing training and personal development of each member of the team. Staff have attended both mandatory and specialist training courses throughout the year, enabling them to acquire new skills, keep up-to-date with 'best practice', and keep abreast of the ever changing requirements within childcare practice. The whole of this school year it has continued to be in virtual form – via either Teams or Zoom.

Forest School continues to be both successful & highly enjoyable. We are very grateful to Jane's dad Nick (aka Forest School Nick) for his continuing - and highly popular with the children - support with this.

Our Portage accreditation was re-achieved and we continue to be amongst a very small percentage of schools and pre-schools in the country to have this recognition.

Collette Dobbs continues working towards a Cache Level 3 qualification . All staff are encouraged to look out for courses to enhance their CPD and a range of these have been completed including such areas as Forest school diplomas, working with children with sensory needs, behaviour management and more.

Staff are fully aware of their safeguarding responsibilities and regular supervisions are scheduled giving staff the opportunity for professional discussions. All staff have additional areas of responsibility such as SEN, Inclusion, Behaviour Management, Mathematics, ICT, Communication & Language etc. and are encouraged to develop these within the setting for the benefit of the children.

Extra activities and community events

We continued to work closely with Crowland Community larder and remain a drop off point for supplies for more vulnerable families in the community. We have also worked with Lincolnshire Co-operative to produce and send out food vouchers for our own vulnerable families.

We were very excited to be able to go out and about again for our School readiness outing. This year we went to meet the alpacas at Fenland Alpacas, Crowland Common. Proud alpaca parent, Louise - and sister Joanne (both ex parents) made us very welcome and the children enjoyed a range of play and craft activities as well as meeting and feeding a variety of farm animals.

We also had our first ever Forest School evening. Parents were invited to share in the joy that time in the woods brings. They were able to take part in whittling, learning to use tools, den building, music, playdough mini beasts and most exciting of all campfire cooking – complete with marshmallows and a singsong!

We were delighted to be able to invite Father Christmas back into the building to join us at our Christmas parties – of which there were three – we obviously just love Christmas!!

The children took part in celebrating British birds by focusing on the bird life in the pre-school garden for Great British Bird Watch.

It was lovely to be able to have an Easter event this year, it was difficult to know who was most excited – children, staff or parents – some of whom had not been in the building due to Covid, since their very first look around.

As you can see it was still a very busy year for us!

ABBAY 345 PRE-SCHOOL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

Fundraising achievements

As a not-for-profit organisation it is necessary for us to boost our funds and provide experiences / additional resources, which we cannot meet out of our planned budget.

Our annual Christmas Hampers had to stay partly online this year as the Lights switch on event, although reinstated, did not allow stalls. However Michelle Harriss (ex staff member) was kind enough to allow us to set up a stall in her lovely shop to do face painting and sell tickets, the combination of the two still did surprisingly well.

As mentioned before, there was great excitement when we hosted our Easter event, it was amazing how much money we made by our combination of hampers, a fabulous cake (created by committee member Julie), refreshments and a variety of other goodies. Thank you to everyone who contributed towards these or bought tickets.

As well as fundraising for our Pre-School, we believe it is important to support other charitable organisations and this year our children have raised funds for Children in Need and comic relief.

Financial review

During the year to 31 August 2022, on top of the impacts of the ongoing cost of living crisis, the Preschool continued to suffer from minimal increases in government funding alongside significant minimum wage increases. Following ongoing cost and income generating reviews, we are happy to report a net surplus of £39,022.

The committee and staff continue to monitor expenditure alongside the annual budget which is set to achieve a break-even position.

The charity's reserve policy is to hold sufficient reserves to meet potential redundancy costs that would need to be paid should the charity be in the unfortunate position that it can no longer continue.

At the year end £131,499 (of which £106,062 is unrestricted) was held in reserves; included in this is an amount allocated against future capital, urgent refurbishment and technological update projects sufficient to leave the remaining balance at a level considered appropriate to meet the costs of the pre-school given any unforeseen fluctuations in receipts or expenditure (be that through reduced children numbers or increased costs to run) or to cover redundancy costs.

Faced with continuing minimum wage increases that are unsupported by the government funding received by the setting, alongside the ongoing cost of living crisis that is affecting all costs faced by the preschool, we continue to implement new ways to increase, in a sustainable way, the income that the preschool receives in order to continue to operate as a going concern.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

Abbey 345 Pre-School is registered with the Charity Commission as a Charitable Incorporated Organisation (CIO), number 1155108. The Charity was first established on 18th March 1987 (Charity No 1036895) and was transferred to the new CIO with effect from 14th October 2014, with a new Pre School Learning Alliance Constitution adopted.

The trustees who served during the year and up to the date of signature of the financial statements were:

K Crouch

J Harriss

J Bucknell

G Roger (Treasurer)

L Cousins (Chair to June 2022)

G Neale (Chair)

(Appointed 11 June 2022)

ABBEY 345 PRE-SCHOOL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

Selection of new trustees is by recommendation by existing trustees.

The trustees' report was approved by the Board of Trustees.

G Neale (Chair)

Trustee

Dated: 30 June 2023

ABBEY 345 PRE-SCHOOL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ABBEY 345 PRE-SCHOOL

I report on the financial statements of the charity for the year ended 31 August 2022, which are set out on pages 6 to 10.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. 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:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether 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 next statement.

Independent examiner's statement

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Carolyn Rossiter

Rutland House
Minerva Business Park
Lynch Wood
Peterborough
PE2 6PZ

Dated: 30 June 2023

ABBEEY 345 PRE-SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<u>Income from:</u>					
Donations and legacies		6,059	450	6,509	2,130
<u>Charitable activities</u>					
Pre School Grant Funding		115,074	19,233	134,307	96,702
Session fees and snack charges		21,747	-	21,747	24,040
Merchandise		322	-	322	347
Miscellaneous		389	-	389	2,697
Fundraising activities		4,595	-	4,595	4,224
Total income		148,186	19,683	167,869	130,140
<u>Expenditure on:</u>					
<u>Raising funds</u>					
Fundraising and publicity		906	-	906	484
<u>Charitable activities</u>					
Charitable expenditure	1	109,126	18,815	127,941	107,828
Total charitable expenditure		109,126	18,815	127,941	107,828
Total resources expended		110,032	18,815	128,847	108,312
Net income for the year/ Net movement in funds		38,154	868	39,022	21,828
Fund balances at 1 September 2021		67,908	24,569	92,477	70,649
Fund balances at 31 August 2022		106,062	25,437	131,499	92,477

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

ABBHEY 345 PRE-SCHOOL

BALANCE SHEET

AS AT 31 AUGUST 2022

	Notes	2022 £	£	2021 £	£
Current assets					
Cash at bank and in hand		131,499		92,477	
		<u> </u>		<u> </u>	
Net current assets			131,499		92,477
			<u> </u>		<u> </u>
Income funds					
Restricted funds	5		25,437		24,569
Unrestricted funds			106,062		67,908
			<u> </u>		<u> </u>
			131,499		92,477
			<u> </u>		<u> </u>

The financial statements were approved by the Trustees on 3 June 2023

G Neale (Chair)
Trustee

ABBEY 345 PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2022

1 Charitable activities

	2022 £	2021 £
Learning environment	150	275
Pupil premium and Disability Access expenditure	4,990	2,239
Wages	13,675	983
	<u>18,815</u>	<u>3,497</u>
Share of support costs (see note 2)	107,376	102,831
Share of governance costs (see note 2)	1,750	1,500
	<u>127,941</u>	<u>107,828</u>
Analysis by fund		
Unrestricted funds	109,126	
Restricted funds	18,815	
	<u>127,941</u>	
For the year ended 31 August 2021		
Unrestricted funds		104,331
Restricted funds		3,497
		<u>107,828</u>

ABBEY 345 PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2022

2 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Wages	93,509	-	93,509	92,068	-	92,068
Website, computer and telecommunications	453	-	453	1,120	-	1,120
Cleaning, repairs and maintenance	3,540	-	3,540	1,682	-	1,682
Advertising and merchandise	603	-	603	854	-	854
Insurance	1,688	-	1,688	1,664	-	1,664
Learning environment	1,270	-	1,270	642	-	642
Staff training and welfare	960	-	960	258	-	258
Light, heat and rent	2,451	-	2,451	1,817	-	1,817
Postage and stationery	538	-	538	650	-	650
Miscellaneous	2,364	-	2,364	2,076	-	2,076
Legal and professional	-	1,750	1,750	-	1,500	1,500
	<u>107,376</u>	<u>1,750</u>	<u>109,126</u>	<u>102,831</u>	<u>1,500</u>	<u>104,331</u>
Analysed between Charitable activities	<u>107,376</u>	<u>1,750</u>	<u>109,126</u>	<u>102,831</u>	<u>1,500</u>	<u>104,331</u>

3 Trustees

During the year two trustees were remunerated for their roles as Pre-school Manager and Senior Early Years Practitioner. Their remuneration in the year totalled £35,428 (2021: £32,302).

4 Employees

There were no employees whose annual remuneration was more than £60,000.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2022

5 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 September 2020	Incoming resources	Resources expended	Balance at 1 September 2021	Incoming resources	Resources expended	Balance at 31 August 2022
	£	£	£	£	£	£	£
Pupil Premium	1,984	3,928	(1,074)	4,838	6,351	(4,498)	6,691
Winter Grant	-	1,311	(1,095)	216	-	-	216
Disability Access	-	615	(70)	545	1,600	(483)	1,662
Inclusion Funding	8,792	7,339	-	16,131	11,228	(13,684)	13,675
Community Champions	737	530	-	1,267	-	(150)	1,117
Cleared down funds	463	-	(275)	188	-	-	188
Other restricted donations	1,384	-	-	1,384	504	-	1,888
HMRC Coronavirus JRS	-	983	(983)	-	-	-	-
	<u>13,360</u>	<u>14,706</u>	<u>(3,497)</u>	<u>24,569</u>	<u>19,683</u>	<u>(18,815)</u>	<u>25,437</u>

Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets this criteria is allocated to the fund.

Pupil premium and disability access funds are allocated to benefit specific qualifying children in line with government guidelines.