



Long Bennington Pre-School

Registered Charity No: 1157300

St James's Village Hall, Main Road
Long Bennington,
NEWARK, Notts
NG23 5DJ

Telephone: 07816 537242

Email: longbenningtonpreschool@googlemail.com

Chair: Sam Dell

Secretary: Dr Felicity Thomas

Clerk to the Committee: Jane Evans

Trustees' Annual Report for the period:

From:	23/10/2020	To	29/11/2021
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Reference and Administrative Information

Charity Name	Long Bennington Pre-school
Registered Charity Number	1157300
Charity's Address	St James' Hall Main Road Long Bennington Newark Nottinghamshire NG23 5DJ

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted
1	Samantha Dell	Chair	23/10/2020 – 29/11/2021
2	Julie Knapton Butler		23/10/2020 - 29/11/2021
3	Gemma Atkinson		23/10/2020 - 29/11/2021
4	Kirsten Crutchley	Treasurer	23/10/2020 - 29/11/2021
5	Angela Foreman		23/10/2020 - 29/11/2021
6	Katy Hallam		23/10/2020 - 29/11/2021
7	Kathryn Walpole		23/10/2020 - 29/11/2021
8	Dr Felicity Thomas	Secretary	23/10/2020 - 29/11/2021
9	Heidi Boby		23/10/2020 - 29/11/2021

Structure, Governance and Management

Type of governing document	Constitution adopted 26/03/2014
Trustee selection methods	Trustees are appointed, or reappointed annually at the Annual General Meeting held in October.
Additional governance information	The Early Years Foundation Stage curriculum is followed and the Pre-school can be inspected by Ofsted at any time.

	<p>Long Bennington Pre-school is a member of the Early Years Alliance and Early Years and Childcare Support service for Lincolnshire which provide support and advice on all aspects of running the pre-school as well as best practice in the setting.</p> <p>All trustees gave their time voluntarily and received no remuneration or other benefits.</p>
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Objectives and Public Benefit

Public Benefit

Long Bennington Pre-School is a charitable trust which seeks to benefit the public through the pursuit of its stated objective, namely to provide quality, affordable childcare for pre-school aged children (from age 2 to statutory school age) from the local community. We provide a safe and supportive environment for the children as well as working closely with their parents or carers. Long Bennington Pre-School was started in 1998 and is managed by a committee of parents, although day-to-day running of the Pre-School is in the hands of qualified, experienced staff. Our fees are set at a level to ensure the financial viability of the School, excellent provision of childcare whilst being consistent with the necessity for the fees to be affordable to all. Our Pre-School welcomes children from all backgrounds. We are an equal opportunity organisation and are committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability. At Long Bennington Pre-School we aim to provide a safe, caring, fun and stimulating environment for children to play, socialise and learn. We aim to provide a carefully selected balance of activities to ensure the overall development of the child. Each child will be treated as an individual within the group and will be encouraged to develop their knowledge and skills at a pace appropriate to them, in order to produce happy, confident children, well-prepared for school. We have developed strong links with the local schools as we understand the importance of our role in the progression of our children from the early years setting in providing joined-up provision of childcare.

Achievements and Performance – Chair's Report

2020/21 has been somewhat of a challenge for the committee, unable to hold face to face meetings we tried our best through zoom and Whatsapp but those apps cannot replace the ability to discuss everything in "one go" and talk about things in great detail. After our last AGM it was obvious that we wouldn't be able to hold our annual Christmas Fair because of covid. In the new year when there was talk of easing restrictions committee decided to hold the Easter Egg hunt, changing things so that it would comply with Government guidelines. We did have a few concerns not knowing whether the changes would hinder our chances of raising funds but we need not have worried. We sold a record number of entries and thanks to the very generous donation from Specsavers of all the Chocolate eggs we made a substantial profit. With restrictions lifted even more, the committee were able to organise a very successful Halloween Disco in October. We chose to limit the number attending this year by pre selling the tickets, again a good decision as we managed to sell them within a couple of weeks, allowing us to order the right amount of supplies thus maximising the profits. Usually whilst organising the Disco the committee start preparations for the Christmas Fair. Unfortunately, it became obvious quite early on that we wouldn't have the man power to hold a Christmas Fair this year, but hopefully this event will be back on next year. Rather than doing nothing it was decided to hold a Christmas raffle, which will be drawn in a couple of weeks.

Committee and staff helped with Santa's Sleigh, collecting money from the village residents for the Pre-school, St.Swithuns Church and the Rotary Club.

Unfortunately, it has been difficult for the committee to focus on the "Leadership & Management" role over the past year, this is an extremely vital role – supporting Julie and all the other members of staff with the regulations that they have to adhere to. This really has to be the committees focus going forward, so with that in mind we will be creating a sub committee following this AGM. I would like to thank all the staff for their hard work and dedication to the setting, like Julie has said its been a tough year for them, ever changing, but as a team they got through it. Committee members for all your support, and Jane for doing a great job with the finances.

Pre-school Activities – Manager's Report

Considering the challenges we have faced in the last year, I feel that Pre-school has done much better than expected! We welcomed our new Deputy Manager, Heather, to the setting in October 2020 and have since pulled together as a team to shape the way forward for the Pre-school. Children start with us with a great range of skills and experiences that shape who they are (their Cultural Capital) and we build on this Capital before saying goodbye when they go to the next chapter of their lives; school. They are usually confident, chatty children who happily come through those metal gates with a smile on their faces, ready to engage with the activities, children and adults that are present. Then upheaval of Coronavirus did not, thankfully, unsettle the children too adversely and we did not see the affects of lockdown too severely with our children, as other settings have done. We have found different ways to engage with our families and using Tapestry has helped to share more activities so parents can 'have a go' at home when the children have done an exciting activity at Pre-school such as making Gruffalo Crumble! This has also helped children that have been missing from Pre-school through isolation or illness as they can see what their peers have been doing at Pre-school and can experience the activities themselves too. The new Early Years Foundation Stage (EYFS) was introduced in September 2021, paring back what had been done in the past so practitioners spend less time on paperwork and more time on meaningful interactions with the children. Unfortunately the downside to this is that we then spend time reviewing and tweaking our curriculum until it reflects the current guidance so although more time is actually spent on paperwork initially, the hope is that once the new curriculum and language become embedded in practice, the less paperwork will eventually be needed.

The Pre-school staff, as ever, have been supportive and hard-working. They embrace the changes set before them and put up with a bit of nagging! They have had to deal with stressful situations over the year, namely school bubble isolations and collections of children because of coughing but have eventually seen light at the end of the tunnel. We have been fortunate that staff and the setting have not been directly affected by Covid but it has always added to the stress of being in the back of our minds. Luckily, we now have two members of supply staff that we can call upon if needed. Wellbeing of staff and

children is now going to be at the forefront of what we do: yoga sessions are already in place soon to be followed by mindfulness awareness and emotions. Many thanks to all members of staff for their support over the last year; Pre-school would definitely be a much poorer place without any one of you, as would I. Thanks to Jane for putting up with my mistakes, thank you to the committee for your hard work and giving up your time to make Pre-school a better place for the children. Finally, a big thank you to the parents for being supportive and understanding; your children are a credit to you and make Pre-school a fantastic place to work.

Financial Review – Treasurer's Report

A copy of the Profit and Loss Account for the year ended 31 July 2021 has been circulated for information.

There has been a profit for the year of £13427.88, leaving a year end cash balance of £57874.96

The number of children attending the setting has once again been slightly better than last year. Total fees were £69k for year ended July 2021, being a similar level as year ended July 2020.

Staffing hours were reviewed at the start of the year and allow for the management and administration of the Pre-school to continue at the high level expected by both staff and parents/carers. The overall staff costs at the end of the year were £49.7k, again similar costs to last year.

A summary/breakdown the fundraising activities has also been provided for information. Fundraising activities continue to be a vital source of income. In the year, we have raised £2500. In addition to the committee fundraising activities, a £1000 grant was received from District Councillor Paul Wood, a donation of £534 from The Rotary Club Santa Sleigh and £268 from fundraising at The Blossom Tree Hairdressers. The fundraising will be used in the next financial year to improve the outside kitchen and play area.

For the next financial year 2021/22 a forecast for the year has been undertaken and a cash flow forecast has been produced. There is conservative breakeven point predicted based on the current numbers of children attending.

Given the healthy cash balance held, it is suggested an amount of £20k is set aside for contingency purposes.

The financial records have been to be passed to the independent examiner for inspection and verified. A report to the Trustees has been provided. The annual return to the Charities Commission can be submitted subject to Trustee approval.

Future Plans

To create a sub-committee - a fundraising committee and then a sub committee to focus on the regulation and legislations of Childcare Provisions.

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Declaration

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

Signed on behalf of the charity's trustees:

Signature	<i>SD</i>
Full name	SAMANTHA DELL
Position	CHAIR PERSON
Date	29.11.21

Long Bennington Pre School
Registered Charity 1157300

For Year ended 31st July 2021

<u>Receipts</u>	YE 31 July 2020	YE 31 July 2021
Fees	16093.37	23864.83
EYE Funding	52484.17	45226.34
Training		
Other	1,373.46	850.10
Clothes	90.00	163.50
Fundraising	2,923.08	2,731.83
Grant		
	<u>72964.08</u>	<u>72836.60</u>
<u>Payments</u>		
Wages	47240.62	46272.91
Consumables	449.09	599.71
Admin	1,224.68	924.11
Fundraising	2216.16	262.88
Rent	2871.33	3653.33
Equipment	2,155.06	2,266.42
Sundries	500.00	926.40
PAYE	2008.93	3451.47
Insurance	706.96	768.49
Training	116.20	283.00
	<u>59489.03</u>	<u>59408.72</u>
Balance Receipts over Payments	13475.05	13427.88
Plus Balance Bfwd	30972.03	44447.08
	<u>44447.08</u>	<u>57874.96</u>
Plus unrepresented chq	0	0
less Unbanked cash	0	0
	<u>44447.08</u>	<u>57874.96</u>
Cash on hand	-39.86	552.14
Current Account	44486.94	57322.82
Deposit Account	0	
Paypal Account	0	
	<u>44447.08</u>	<u>57874.96</u>
Difference	0.00	0.00

Notes:

Receipts other total £850.10 relates to Covid Related Grant from LCC to support qualifying families.

Payments sundries includes £731 paid to families, the difference being an admin fee included to cover costs of distribution.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Long Bennington Pre-School

On accounts for the year
ended

31/07/2021

Charity no
(if any)

1157300

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2021.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 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.

Signed:

Clare Gill

Date:

11/01/2022

Name:

Clare Gill ACMA CGMA

Relevant professional
qualification(s) or body
(if any):

Chartered Institute of Management Accountants (CIMA)

Address:

1 Hawthorn Close

Long Bennington

Newark NG23 5GP