



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: Hannah Johnson

Clerk to the Committee: Jane Evans

Trustees' Annual Report for the period:

From:	29/11/2021	To	08/11/2022
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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	29/11/2021
2	Julie Knapton Butler		29/11/2021
3	Gemma Atkinson	Treasurer	29/11/2021
4	Hannah Johnson	Secretary	26/09/2022
5	Angela Foreman		29/11/2021
6	Katie Winn		29/11/2021
7	Kathryn Taylor		29/11/2021
8	James Cunningham		29/11/2021
9	Lyndsay Teft		29/11/2021
10	Rebecca Sadler		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	<p>The Early Years Foundation Stage curriculum is followed and the Pre-school can be inspected by Ofsted at any time.</p> <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

Following last year's AGM I was pleased to see a number of new members join the committee including staff members, meaning we had a lot of new skill sets join the team. With this in mind, we formed a sub-committee for the fundraising and assigned lead roles to the leadership and management. Those roles being H&S, Safeguarding and Advertising/Media.

Following a H&S inspection, a request has been put in to the VHMC for a meeting to upgrade the toilet area in the pre school room.

Looking at our website, Julie has updated the policies and made any necessary amendments, new photographs have been taken – although these still need to be added. Due, to the low numbers there have been many discussions on how to increase uptake including extending the opening hours of the pre-school to enable working parents to use the facilities. Discussions are still ongoing to try and find the best solution for all concerned.

As Julie has already mentioned they had their Ofsted inspection earlier in the year in May and I would just like to take this opportunity to congratulate and thank Julie and the rest of

the staff for all their hard work and dedication – the inspector could obviously see how hard you all work.

Fundraising has again been very successful over the past year, we are extremely fortunate to have supportive families – past and present, as well as the wider community and businesses.

Events held have included the Halloween disco, a very successful event with numbers (and profits) increasing each year which has meant this is now a ticket only event to allow us to keep in line with H&S. The Easter Egg hunt, again very popular and well supported by the community. We didn't hold the Christmas Fair but instead held a Christmas Hamper raffle. This raised over £300. The committee and staff helped Santa deliver presents to the children around the village and Foston, boosting our funds by £400.

I would like to finish by again thanking all the staff for their continued hard work, Jane Evans for dealing with the finances and giving her support to the Treasurer, and the rest of the committee for their support, ideas and all the work involved in organising the events.

Pre-school Activities – Manager's Report

Time flies and it is unbelievable that another AGM is taking place!

It is often difficult to think back over the past year as we live in the moment so much and much of what has come before is something of a blur! We finished the 2022 school year with 17 Pre-Reception children heading off to 4 different schools and communication between settings has been valuable. All early years teachers from the schools visited Pre-school to chat with the children's key workers as well as see the children playing with their peers. We had additional visits to Long Bennington Academy as well as attending a Garden Party. The majority of the children seemed confident about starting school and feedback from Mrs Jones was that the children were getting along positively with their school starts and now the children are too big to speak to us if we see them!!!

Since September our numbers have dropped considerably with very few Pre-reception children attending Pre-school. This is unprecedented! Speaking with other local settings, this seems to be representative of what is happening in the area but does leave us in an unusual position of having more intro children at Pre-school than Pre-reception. We are in the process of updating our marketing resources which we will get out into the local area as soon as possible.

As you are aware, we had our Ofsted inspection in June this year, 6 years after the previous one. The report was published at the end of July. This is the extract regarding our next steps:

To further improve the quality of the early years provision, the provider should:

- refine the implementation of the curriculum, to focus sharply on children's next steps in learning
- extend the partnerships with parents further to help all parents understand how to support their child's individual learning at home

We are currently suggesting activities that parents can carry out at home that compliments what we have been doing with the children in the setting. These are posted on Tapestry as well as a copy on the Parent's notice board. Key workers have also sat down with each of

their families to talk through how the children are getting on and what next steps we can be working on. As a setting, we feel these meetings have been more productive in working in partnership with parents than previous ideas.

We are currently working on planning our curriculum; drawing up long, medium- and short-term plans that can then be used on a 2 year rolling programme. All our themes are based on books and relevant activities then linked to the books creating a holistic curriculum; incorporating activities from the 7 areas of learning taken from the Early Years Foundation Stage curriculum. We have been carrying out adult- led focused activities as well as activities based around 'Letters and Sounds', early maths, music and movement, finger gym (to strengthen fine motor skills ready for early writing) and yoga.

We are now part of a 'Peer Project' where we are mentored by a setting that has achieved outstanding on their Ofsted report. They come to Pre-school to see how it works and then draws up an action plan so we can improve what we do at Pre-school and then, hopefully, we too can get an outstanding grading at our next inspection! (Another 6 years!!!)

We are making more use of Tapestry by using the 'memo' feature to inform parents of upcoming events such as the weekly walks to the Nature Reserve. We post activities on Tapestry and have also started writing our accident forms on the platform too although this has had a few hiccups along the way but will be soon ironed out!

In regards to training, we are currently scaling back training to the statutory requirements or particular need until we are financially in a better place. Staff meetings have also been paused but opportunities to share information and pass on observations are in place so all members of staff are providing consistency.

Going forward into 2023, we will be focusing on our curriculum, aiding marketing to help increase numbers and finding ways to further engage our families.

Lastly, I would like to thank;

The committee for their input and unselfish volunteer work,
Jane for her help and support

And the staff for all their hard work. They do have to put up with the changes I make to the planning and a bit 'suck it and see' approach as well as my nagging! We are all very adaptable and if something doesn't work, take another look and see how we can improve so we are fortunate to have staff that can do this and will support new ideas and changes.

Financial Review – Treasurer's Report

A copy of the Profit and Loss Account for the year ended 31 July 2022 has been circulated for information.

There has been a profit for the year of £9415.65, leaving a year end cash balance of £67290.61

The number of children attending the setting has once again been slightly better than last year. Total fees were £73.8k for year ended July 2022, being a slightly higher than the previous year. This increase was relating to funded children, the number of intro children/non-funded being lower than the previous year.

Staffing hours were reviewed at the start of the year and a salary review was undertaken in year. Hourly rates were increased by 7% WEF 1st June 2022 for all staff. The overall staff costs at the end of the year were £51k, being a £5k increase from last year as staff hours were increased to accommodate a higher number of children attending.

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 £2896. In addition to the committee fundraising activities, a £316 donation was received from Long Bennington Rotary from surplus Jubilee fundraising activities and a donation of £568 from the Rotary Club Santa Sleigh. The fundraising payments included £2269.25 to cover the purchase the outside kitchen and play area. This was referred to in last year's Treasurer's Report.

Further to a decision made last year, £25k has been transferred to a deposit account for contingency purposes.

A cashflow forecast has been prepared for the next year with a predicted loss due to a significant reduction in the number of children attending. Monthly reviews are to be undertaken to ensure the Committee are fully conversant with the position.

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.

Declaration

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

Signed on behalf of the charity's trustees:

Signature	<i>SDell</i>
Full name	SAMANTHA DELL.
Position	CHAIRPERSON.
Date	08.11.22.

Long Bennington Pre School
Registered Charity 1157300

For Year ended 31st July 2022

<u>Receipts</u>	YE 31 July 2021	YE 31 July 2022
Fees	23864.83	15708.00
EYE Funding	45226.34	58085.17
Interest		2.30
Other	850.10	945.28
Clothes	163.50	120.41
Fundraising	2,731.83	2896.19
Grant		500.00
Paye/Pension		162.29
	<u>72836.60</u>	<u>78419.64</u>
<u>Payments</u>		
Wages	46272.91	50,957.23
Consumables	599.71	711.23
Admin	924.11	1,051.13
Fundraising	262.88	3,056.46
Rent	3653.33	4,694.75
Equipment	2,266.42	2,986.76
Sundries	926.40	1,131.00
PAYE	3451.47	3,444.38
Insurance	768.49	855.15
Training	283.00	115.90
	<u>59408.72</u>	<u>69,003.99</u>
Balance Receipts over Payments	13427.88	9415.65
Plus Balance Bfwd	<u>44447.08</u>	<u>57874.96</u>
	<u>57874.96</u>	<u>67290.61</u>
Plus unrepresented chq	0	0
less Unbanked cash	0	0
	<u>57874.96</u>	<u>67290.61</u>
Cash on hand	552.14	199.25
Current Account	57322.82	42089.06
Deposit Account		25002.30
Paypal Account		
	<u>57874.96</u>	<u>67290.61</u>
Difference	0.00	0.00

Notes:

Receipts other includes support grants totalling £825.28.

Payments sundries includes support grant £720 paid to families, the difference being an admin fee included to cover costs of distribution.



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

LONG BENNINGTON PRE-SCHOOL

On accounts for the year
ended

31.07.2022

Charity no
(if any)

1157300

Set out on pages

ONE

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 07 2022

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 (~~other than that disclosed below~~*) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Clare Gill

Date:

4.10.2022

Name:

CLARE GILL

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

CHARTERED INSTITUTE OF MANAGEMENT
ACCOUNTANTS (CIMA)

Address:

1 HAWTHORN CLOSE

LONG BENNINGTON

NEWARK Lincs NG23 5GP

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).