

Bishopthorpe Pre-School Playgroup CIO

Charity Number 1159473

Trustees' Annual Report & Financial Statements for the year ended 31st August 2024

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Charity accounts preparation &
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Bishopthorpe Pre-School Playgroup CIO

Charity number 1159473

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Bishopthorpe Pre-School Playgroup CIO

(Charity Number 1159473)

Trustees' Annual Report

From: September 2023

To: August 2024

Charities Full Name:

Bishopthorpe Pre-School Playgroup CIO

Registered Charity Number:

1159473

Objectives and Activities

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

Bishopthorpe Playgroup is a registered charity run by a parent/volunteer trustees, working closely with the staff. It is an important part of the community and strives to provide the best care, education and facilities for pre-school children in Bishopthorpe and the surrounding area. Our mission is to:

"Meet each child's individual needs by providing outstanding pre-school care in an exciting, motivating and challenging environment, so that they leave us as a happy, confident child."

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

- Enhance the development and education of pre-school children in a parent-involved community-based group
- Provide a safe, secure and stimulating environment using both indoor and outdoor areas
- Initiate independent learning and aid the development of life skills
- Work within a framework which ensures equality of opportunity for all children and families
- Provide an inclusive setting with an accredited Special Educational Needs Coordinator
- Foster tolerance and respect for others in our diverse and multi-cultural society
- Forest School sessions in a close by small woodland area and is run by a level 3 Forest School Leader
- The support of an individual key person and key person buddy for every child
- Opportunities for children to play, learn and grow together in a caring, child focused environment
- A close partnership with Bishopthorpe Infant School and local childminders to enable a smooth transition between settings
- Regular trips from the setting to local museums and attractions
- Access to the EYFS framework, including targeted support for children by trained staff delivering the Wellcomm screening programme.

The trustees consider that they have complied with their duties for the public benefit guidance published by the Charity Commission.



Trustees' Annual Report

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

- Continued to provide outstanding early years education in a caring, nurturing, exciting and stimulating environment, with an experienced, committed, highly qualified and established staff team.
- Worked closely with the local school that our children go on to attend, through the 'Shared Foundation Partnership' to ensure continuity and support for children and their families moving on to the next stage of their learning journey. Worked closely with our registered inspection authority to ensure the safety of all children and ensure each child gets the individual care, attention and encouragement they need.
- Attended and hosted Shared Foundation events for the preschool children and reception children within Bishopthorpe.
- Supported children with behavioural issues and their families with individual targeted support.
- Provided support for children with Special Educational Needs, working closely with families and the local authority to ensure they receive the best possible outcomes through individual support plans and regular meetings with parents.
- Accessed Early Years inclusion funding to provide one to one support for a little girl with additional needs.
- Organised several successful fundraising events to replace and improve resources and day to day consumables. These have included the annual Toy Fair, a bucket collection at York races, a clothes sale and fundraising stalls at village events.
- Received funding from the COOP to enhance our outdoor area and resources and a donation to purchase a new 2-seater trike for the children.
- Continued and further enhanced the Wellcomm program as part of working towards gaining a 'Communication Friendly setting' accreditation, showing excellent and consistent practice in supporting speech and language.
- Repaired and upgraded our woodland area with a new balance beam and mound and slide repairs, allowing the children full access to a natural play area. Improving physical fitness and wellbeing in an enriching outdoor environment.
- Introduced 'Fitness Fridays', purchasing new equipment to improve children's physical skill and stamina and developing their coordination and balance, cognitive, and emotional and social development. The sessions run in the morning and afternoon utilising the field next to the setting and a marked increase in fitness levels, stamina and motivation, could be seen over the academic year.
- Provided weekly Forest School sessions with an accredited Forest school leader, promoting the children's wellbeing and building confidence and imagination in a risk managed area, maintained by the playgroup staff. Children are able to learn respect and connect with nature, by exploring and creating in a natural environment, developing problem solving skills through hands on activities and play.
- We have organised outings and trips to local places, both in the village and into York, promoting an understanding and appreciation of the local environment and the history of their hometown.



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Trustees' Annual Report

Financial Review

Review of the charity's financial position at the end of the period

The stated aim of the board of trustees at the start of the financial year was to improve the financial position of the charity and ensure it was still a going concern. We are pleased with the progress made this year, increasing our cash in bank position significantly. This puts the charity on a stronger financial footing, and more able to withstand any financial headwinds that may need to be faced in future years.

Statement explaining the policy for holding reserves stating why they are held

Reserves are required in order to withstand potential shocks, including upkeep of the setting facilities, maintaining equipment and covering unexpected one off costs such as potential need for shed replacement in the coming years. In addition training staff as policies and best practice change will incur cost, and whilst we have a good relationship with the Parish Council, we recognise there has not been an increase in rental cost for a number of years and therefore having a healthy cash buffer will enable the setting to remain viable and operational as costs continue to rise. Lessons have been learned by the Charity in coming out of Covid, where there was a real risk of the Charity having to shut down with reserves at a level significantly below the previous years loss. The Reserves are also held in order to meet staff redundancy costs should the need arise in future.

Amount of reserves held

See Annual Financial Statement.

Explanation of any uncertainties about the charity continuing as a going concern

These concerns have eased compared to the prior year. We have strong numbers of children attending the setting or looking to attend the setting, and have a number of fundraising activities either in plan or having been delivered post financial year end.

Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, royal charter)

Pre-school Learning Alliance Model CIO Constitution for Childcare Providers

How the charity is constituted (e.g unincorporated association, CIO)

CIO

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees

Trustees are elected at the AGM and consist of parents who use the setting, retired or current staff. On appointment, trustees:

- Read, agree and sign a code of conduct form
- Are given training around the role from the outgoing trustee
- Can attend relevant courses run by the City of York Council
- Are asked to complete the basic safeguarding course online
- Sign up online to the DBS check and update service
- Complete the EY2 form online
- Are made aware of the 'Conflict of Interest' policy



Bishopthorpe Pre-School Playgroup CIO

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Trustees' Annual Report

Reference and administration details

Charity's full name	Bishopthorpe Preschool Playgroup CIO
Other names the charity is known by	n/a
Charity's principal address	The Pavilion Ferry Lane, Bishopthorpe York YO23 2SB

Names of the trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not whole year	Name of person entitled to appoint trustee
Julie Morris	Charity commission		
Jack Hannah	Chair		
Richard Chapman			
Jennie Woodings	Fund raising treasurer		
Annalise King	Secretary		

Names and addresses of advisors

Type of advisor	Name	Address
Independent Examiner	Karen Wood ACMA	2 Galligap Lane, Osballdwick, York YO10 3NR

Declaration

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature

Jack Hannah

Full Name

Jack Hannah

Position

Chair

Date

17/10/2024

Bishopthorpe Pre-School Playgroup CIO

(Charity Number 1159473)

Independent examiner's report to the trustees of Bishopthorpe Pre-School Playgroup

I report on the accounts of: **Bishopthorpe Pre-School Playgroup CIO**

For the year ended: **31st August 2024** Which are set out on pages 6 to 8

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 Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;
or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Karen Wood (ACMA)
Outsource independent examination service
The Hiscox Building
Peasholme Green
York YO1 7PR

18/10/2024

Date

Bishopthorpe Pre-School Playgroup CIO

(Charity Number 1159473)

Receipts & Payments Accounts for the year ended 31st August 2024

	Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
	£	£	£	£
Receipts				
Fees	15,680	-	15,680	14,587
NGE funding (CYC)	100,930	-	100,930	65,409
Forest school	855	-	855	280
Donations & fundraising	9,414	-	9,414	7,456
Bank interest	648	-	648	271
Other Income	1,103	-	1,103	950
Total receipts	128,630	-	128,630	88,953
Payments	£	£	£	£
Salaries	88,495	-	88,495	67,507
Staff training & other costs	1,203	-	1,203	14
Rent	5,200	-	5,200	3,900
Membership, DBS & subscriptions	382	-	382	345
Play materials, activities & equipment	7,324	-	7,324	4,310
Cleaning, consumables & renewals	983	-	983	1,040
Telephone, printing & stationary	353	-	353	521
Insurance	1,069	-	1,069	1,020
EPP/SEN	1,007	-	1,007	916
Fundraising costs	350	-	350	312
Website & publicity	187	-	187	-
Administration & payroll costs	1,569	-	1,569	1,554
Independent examination	350	-	350	-
Bank charges	150	-	150	139
Total payments	108,622	-	108,622	81,578
Net of receipts/(payments)	20,008	-	20,008	7,375
Transfers between funds	-	-	-	-
Balance brought forward	43,587	-	43,587	36,212
Balance carried forward	63,595	-	63,595	43,587

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Statement of Assets and Liabilities at:

31st August 2024

Assets	Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
Cash at bank and in hand	£	£	£	£
Current bank account	32,766		32,766	15,488
Fundraising bank account	7,439	-	7,439	5,274
Savings bank account	23,390	-	23,390	22,825
	63,595	-	63,595	43,587
	Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
Liabilities	£	£		£
Independent examination fee	350	-	350	350
	350	-	350	350

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(Charity Number 1159473)

Notes to the Accounts for the year ended:

31st August 2024

The Trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

Approval of accounts for the year ended

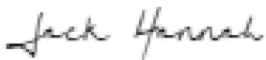
31st August 2024

The report and accounts were approved at a meeting
of the trustees held on

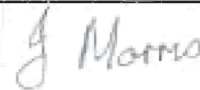
18/10/24

Date

Signed for and on behalf of the trustees



Signature



Signature

Jack Hannah

Name

Julie Morris

Name

Chair

Position (e.g. Chair etc)

Trustee

Position (e.g. Chair etc)

17/10/24

Date

17/10/24

Date