

## **Chairperson Report – AGM for the period September 2021 – August 2022**

Another busy year at Ladybirds. Jo Ryle was chairperson during this time.

### **Trustees**

Ruth Smith and I came onto the committee. It took a few months to get all the DBS checks and Ofsted checks completed. But finally in December 2021, we were given the letter to say we were now officially a Trustee. So, we were given training and updates in Safeguarding.

During the year the Trustees regularly reviewed the policies and met each half term to discuss matters.

Ladybirds, as with the whole of the education system were still recovering from COVID and even throughout the year we were receiving new guidance's that the staff had to put into place

### **Financially**

We were informed by the school that our rent would double and increase to £6,000 per year from September 2022. –so a £500 per month would be paid by standing order.

There was a minimum wage increase in April 2022 to £9.50. Yet again the funding didn't go up the same amount as required for this increase. So, we had to decided how we could close the gap of funding rates and how much it actually costs to provide a place. So, consumables to continue to be charged, with a voluntary contribution, but we are concerned that the finances were getting tighter as the funding not going up as much as the minimum wage per hour Consumable to be kept at £6.00 per day, hourly rate £6.50

Due to finances, we were unable to offer any more permanent hours for staff members, just temporary hours as and when needed.

### **Buildings**

The Windows and door frames were in a bad state and these would be replaced in the summer of 2022.

A fencing was erected by Tracey at the back to provide a safer environment for the sensory / quiet area.

New storage was required as new kitchen was coming to the school and the sensory area would have to be made a lot smaller.

Meetings with school regarding rent and also discussion on school vision of own nursery. The contract was updated

We were given permission for maintain the garden as we were the only ones now using it every day.

### **Fundraising**

Nativity DVD raised some money.

### **Staffing**

Julie retired after more than 21 years. We needed to look at getting another Deputy Manager. But Tracey took on an extra day.

Mary Hutchinson

# **St Oswald's Ladybirds Pre-School Financial Statement**

## **September 2021 – August 2022**

Ladybirds has successfully managed to meet its running costs throughout the year. It must be noted that costs have risen in many areas and are likely to continue to do so.

The main source of income for the pre-school remains the government funding and the biggest expense is staff wages. It can be seen that the government funding does not cover the entire wages cost, let alone any of the other expenses that are necessary to operate. The gap is funded by fees and voluntary consumables charges. The gap is getting incredibly wider, even more so next year as most staff will be going onto the automatic enrolment for the pension scheme and paying national insurance due to the minimum wage increase.

The management team and trustees have adjusted fees and consumables charges when necessary this year and this has enabled the pre-school to keep running. These decisions are always carefully considered and the aim to keep charges as low as possible for parents.

The pre-school currently has some financial reserves. This is advised by Derbyshire Dales County Council and we aim to keep and build these reserves to meet expenses in the event that the pre-school should have to close. The Redundancy payout at this moment in time would be around £30,000. We currently have £6,602.81 in the Leek United.

I anticipate that the coming year will bring further pressure as costs continue to rise but Ladybirds is currently in a relatively secure financial situation.

It is the first year for many that we have made a profit, but this will be transferred in the redundancy pot

*Joanne Ryle*

## **Manager's Report for period September 2021 – August 2022**

September started with low numbers in Ladybirds, we were still having the effects of COVID with parents working from home or unsure of sending children back into pre-school. Our numbers increased from January and continued to do so throughout the rest of the year.

### **Improvement Planning**

Our main priority this year would be to increase the sessions we had in the garden to once a day, ensuring all children spent at least half their time in Ladybirds in the outdoor environment. We were given permission to maintain the garden, so we started to plan what we wanted to do and look into the following year to apply for grants.

The staff had to get to grips with a new EYFS curriculum, a new tracking system and think about how we send out summative reports with explanations for parents. This seemed to work well and parents' feedback stated this as nearly all parents prefer the paper copies and photos of their child's achievements from the questionnaires. We had parents chats via telephone call this year. It worked well, but not the same as seeing parents face to face.

### **Training**

The staff attended training in accordance with the EYFS framework this year such as food hygiene and safeguarding.

### **Ofsted**

We had our Inspection in June 2021, but didn't get the report before it was published in August 2021. Our judgement was good and we were very proud of this. Staff were grilled on the day and the Inspector was with us from 8.45am until 4.30pm. So it was hard day, but with a good outcome.

### **Staffing**

Due to the low numbers, I reduced my hours and worked for 3 days not 4 days.

Between January and March 2022, children were contacting COVID some were very ill. But due to the lack of restrictions about returning back to Ladybirds, COVID then stuck most of the staff. Some were really ill and some got it for the first time since the pandemic started. Staff were exhausted by the end of the year as we were covering for each other, but we managed to carry on. We only closed for one day due not enough staff to keep open.

Michelle returned to Ladybirds after maternity leave in June 2022, taking on the role as Supervisor so I had more management time on a Monday.

Julie retired in April 2022, Tracey Clarke Kellow took on her Wednesday hours.

During this time, we were supporting families through bereavement as well as supporting each other through our own bereavements and COVID.

Throughout the whole of this year, the main thing that got us all through was the tremendous from the whole staff team. Our mantra which we are reminded about each new academic year – it is still true that no matter what, we can all hold hands and stick together. They are a great bunch of people who I also call friends as well as colleagues. So, a big thank you to them as without their hard work, their passion they have for Early Years and their time (lots of their time given free), there would be no Ladybirds. Thanks also go to the Trustees, who without their time and support, we would also not have Ladybirds. The staff and I feel very supported by them.

*Becky Dutton*

**PROFIT & LOSS**  
**FOR ST OSWALD'S LADYBIRDS PRE-SCHOOL**  
**FROM**  
**SEPTEMBER 2021– AUGUST 2022**  
**CHARITY NUMBER 1163362**

**INCOME:**

DCC FUNDING	66266.46
FEES PAID BY BACS	20684.86
FEES PAID BY CASH	1798.45
CONSUMABLE FEES	84.50
SWEATSHIRTS/T-SHIRTS	148.58
FUNDRAISING	2353.83
MILK REFUND	766.12
MISC (inc refund from HMRC for metrnity pay)	5623.19
Petty Cah adj	1.10
<b>TOTAL INCOME</b>	<b>97727.09</b>

**EXPENSES:**

GROSS WAGES	70985.96
EMPLOYER NI	1103.39
PENSION CONTRIBUTIONS	1408.76
WAGE COST	846.19
STATIONERY	246.69
STAMPS	42.08
PLAYGROUP ACTIVITIES	1264.62
SNACKS	706.99
SWEATSHIRTS	678.66
CLEANING MATERIALS	662.92
PHONE	241.86
MILK	777.48
FUNDRAISING PURCHASES	205.72
FUNDRAISING COSTS	20.95
INSURANCE	1090.33
PHOTOCOPIER LEASE	763.20
PHOTOCOPYING	610.56
MISC	2056.78
GARDEN	115.64
RENT	4750.00
PETTY CASH ADJ	8.08
Petty Cash adjustment starting bal for Sep 2021 (balance started at 1.18 and ended 50.00)	48.82
<b>TOTAL EXPENSES</b>	<b>88635.68</b>

**ST OSWALD'S LADYBIRDS PRE SCHOOL  
CHARITY NUMBER 1163362**

**BALANCE SHEETS**

**SEPTEMBER 2021 – AUGUST 2022**

**CURRENT ASSETS:**

CASH BOOK	45294.68	
PETTY CASH	50.00	
LEEK UNITED	6602.81	
<b>TOTAL ASSETS</b>		<b>51,947.49</b>

**TOTAL WORTH**

INCOME	97727.09	
EXPENSES	88635.68	
<b>GAIN</b>		<b>9091.41</b>

# Libra Business Essentials Ltd



52a, St. John Street, Ashbourne, Derbyshire. DE6 1GH

Telephone: 01335 347225

Email: [info@librabe.co.uk](mailto:info@librabe.co.uk)

St Oswalds Ladybirds Preschool  
Mayfield Road  
Ashbourne  
Derbyshire  
DE6 1AS

24<sup>th</sup> April 2023

TO WHOM IT MAY CONCERN

**Independent Examiners Report  
For  
St Oswald's Ladybirds Preschool Ashbourne**

This report relates to the accounts for the year ended 31<sup>st</sup> August 2022 of St Oswald's Ladybirds Preschool. Samantha Heath MAAT of Libra Business Essentials Ltd has independently reviewed the financial records.

As the examiner has not seen a diary of events, she is not able to confirm that there are no further fund-raising sources and income other than those reported by the Preschool, which were:

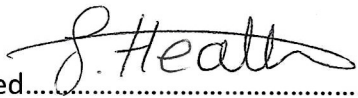
08/09/2021	Sponsored Walk	£1,344.00
31/10/2021	Raffle	£23.00
23/12/2021	DVD's	£21.00
05/01/2022	DVD's	£7.00
07/02/2022	DVD's	£7.00
18/02/2022	Easy Fundraising	£18.07
28/02/2022	DVD's	£56.00
31/05/2022	cake stall	£197.76
28/06/2022	Ruth Smith sponsorship	£100.00
31/07/2022	Sponsorship money	£580.00

The examination carried out included a review of the accounting records and a comparison of the bank accounts with those records. It also included considering any unusual items in the accounts and seeking explanations when required. There are no outstanding issues from the queries raised.

### Independent Examiners Statement

In connection with my examination, no matter has come to my attention which gives reason for any concern over the accounts of St Oswald's Ladybirds Preschool Ashbourne for the year to 31<sup>st</sup> August 2022. However, I would like to point out that although the accounts stated that Leek United had not had any transactions throughout the year, there had in fact been interest added of £6.60.

The correct opening balance was £6596.21, plus £6.60 interest means the correct closing balance was £6602.81 not the £6106.23 as stated in the accounts, your records should be amended to correct this.

Signed.....

Dated.....24/4/23

Samantha Heath MAAT  
Libra Business Essentials Ltd  
52a St John Street  
Ashbourne  
DE6 1GH

*Spreadsheets/records updated 04/07/23. J. Rife.*