




### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre School Learning Alliance Constitution.
How the charity is constituted (eg. trust, association, company)	Committee consisting of at least a Chair, a Treasurer and a Secretary as minimum
Trustee selection methods (eg. appointed by, elected by)	Committee members are elected or re-elected each year at the Annual General Meeting held in January

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To provide good quality childcare to children aged 2-4 years in a welcoming village setting.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Year on year we continue to offer top quality childcare to support local families and we continue to be the main feeder for those children attending Bybrook Valley Primary School.

We offer Breakfast Club and Afterschool club which attracts local children and supports working parents in the village and surrounding areas. We also run a holiday club during each of the school holidays (except Christmas) which is open to both preschool and primary school aged children.

In planning our activities for the year, we kept in mind the Charities Commission guidance on Public Benefit at our Trustee meetings. New members are advised to read all guidance issued on Public Benefit.

**Additional details of objectives and activities (Optional information)**

Our committee is run by volunteers who make up our Chair, our Treasurer and our Secretary. Their contributions include, but are not inclusive to, attending monthly committee meetings, making decisions on behalf of the Preschool and helping to fundraise for the Preschool.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

We aim to provide good quality childcare all year round. This year we continued to run our Holiday Club during each school holiday (except Christmas) Our holiday clubs are well attended by both preschool children and school aged children both from our village as well as surroundings villages and towns. We have extra staff that work during the holidays and can also provide hours for our regular preschool members of staff.

Our numbers have increased over the year and our finances are also in good order.

With those children starting school in September we have concentrated on rising 5s activities and school readiness.

We have tried to extend our resources where possible and this year we purchased new items for both indoor and outdoor use.

We continue to use Tapestry to update our parents and keep them informed as to how their child has spent their sessions.

We use outside visitors / organisations and companies who come in to run sessions for the children. The dance groups were particularly popular. We also took our school leavers on a trip.

We were kindly given donations this year from the Yatton Keynell Fete Committee, Castle Coombe Car Boot and Yatton Keynell Events for which we were very grateful for.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

We have a savings account held at our main bank for reserves. This is held to pay for salaries and any outstanding rent should the Preschool need to close and have to pay redundancies.

**Details of any funds materially in deficit**

Not Applicable

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Bybrook Preschool receives general funds (including but not exclusively, invoicing and the local education grant) and restricted funds (including but not exclusively, inclusion support funding and Early Years Pupil Premium, EYPP) We also hold fundraising events throughout the year.

General funds are available for use in running the Preschool and restricted funds are limited to the particular purpose as set in the terms and condition of the grant or as specified in the funding or grant agreement.

Our expenditure pays for staff wages and rent as well as resources to enhance the services and childcare facilities that we are able to offer.

**Section F****Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Zoe McGinn	
<b>Full name(s)</b>	Zoe McGinn	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	12/10/2023	

**Bybrook pre-school**  
**Annual Income & Expenditure**  
**1st January 2022 - 31st December 2022**

	2022	2021	
<b>INCOME</b>			
Playgroup Fees	103712	83274	
Fund Raising	3180	955	
Grant	0	152	
Other income	0	0	
Covid support receipts	0	0	
Interest	92	2	
Total	106984	84383	
<b>OUTGOINGS</b>			
Wages	74931	59380	
Pensions	3894	3258	
Training	515	448	
Rent	9568	11472	
Snacks and direct expenses	3635	4734	
Resources/craft/toys	1842	1960	
IT software	0	0	
Staff welfare	495	0	
Trips/visitors	355	400	
Advertising	330	306	
Subscriptions	1076	220	
Food vouchers	0	0	
Telephone	278	243	
Repairs	0	0	
Insurance	871	856	
Accountancy	492	0	
Equipment	0	0	
Bank charges	81	105	
	98362	83382	
Income	106984	84383	
Outgoings	98362	83382	
<b>Net Profit</b>	8622	1001	
Balance Brought Fwd	38895	37896	
Net Profit	8569	999	
Transfer (to)/from savings	0	0	
Petty cash additions	0	0	
Increase in capital items	0	0	
Decrease in creditors	0	0	
Increase in debtors	0	0	
<b>Balance of Account</b>	<b>47464</b>	<b>38895</b>	<b>Current Account</b>
Opening balance	14033	14031	
Transfer (to)/from CA			
Interest	54	2	
	<b>14087</b>	<b>14033</b>	<b>Deposit Account</b>

**BYBROOK PRESCHOOL**  
**Statement of assets and liabilities**  
**As at 31st December 2022**

	<b>2022</b>	<b>2021</b>
	<b>Unrestricted</b>	<b>Unrestricted</b>
	<b>funds</b>	<b>funds</b>
	<b>£</b>	<b>£</b>
Cash funds		
Bank current account	47,464	38,895
Savings account	14,086	14,033
Total cash funds	<b>61,550</b>	<b>52,928</b>
Assets retained for the charity's own use		
	<b>Current</b>	<b>Current</b>
	<b>value</b>	<b>value</b>
Computers, faxes etc	0	0
Tables and chairs	0	0
Toys	0	0
	<b>0</b>	<b>0</b>
Debtors	<b>0</b>	<b>0</b>
Liabilities		
Wages & PAYE	<b>0</b>	<b>0</b>

Signed on behalf of the trustees:



## **Independent examiner's report to the trustees of Bybrook Preschool**

I report to the trustees on my examination of the accounts of the Bybrook Pre School for the year ended 31 December 2022, which are set out on pages 1 to 2.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

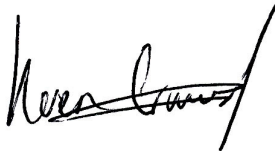
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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



Name: Karen Crawford

Relevant professional qualification or body: ICAEW

Address: Chapps Farmhouse, Slaughterford Mill, Slaughterford, Chippenham, Wiltshire, SN14 8RJ.

Date: 10.10.23