

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2022		31	08	2023

Section A

Reference and administration details

Charity name

St Mary's Pre School Playgroup

Other names charity is known by

Registered charity number (if any) 1172430

Charity's principal address

Wrexham District Scout Headquarters

Station Approach

Wrexham

Postcode

LL11 2AA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Alana McHugh	Chair		
2	Charlotte Williams	Treasurer		
3	Catherine Keech	Secretary		
4	Kathryn Valentine	Trustee		
5	Dianeka McHugh	Trustee		
6	Lauren Williams	Trustee		
7	Ethan Sydenham	Trustee		
8	Eirwen Coasts	Trustee		
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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)	Constitution
How the charity is constituted (eg. trust, association, company)	Committee
Trustee selection methods (eg. appointed by, elected by)	All trustees are appointed by the committee at the AGM

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

The CIO's objectives are to enhance the development and education of pre-school children in Wales, by encouraging parents to understand and provide for their needs through high quality pre-school provision and childcare

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)

During the past year the pre-school numbers steadily increased from September. We did open the pre-school until 5pm from September but over a period the families stopped using this service, we then took the decision to close at 3pm with effect from January 2023. St Mary's offer wrap around care using the 30-hour childcare funding, where children are collected from St Mary's nursery at 11.30 and brought to St Mary's Pre-school until 3pm. We are predominantly an English-speaking setting where Welsh is incorporated in our everyday delivery of education and childcare. We also have children attending who are Polish, Portuguese and Mandarin. We have continued to support families to register their children for Early Education, 30-hour funding and nursery by supporting them to access the forms online as many families, where English is their second language, this is vital in ensuring their child can access the education they deserve.

We've had two members of staff resign this year to seek alternative employment. We have been able to cover their hours by increasing the hours of the staff already employed by St Mar's Pre School.

As an Early Years setting, we plan activities each week and use next steps to enhance and improve the children's learning. Ensuring that they improve their self-confidence and social skills. We enjoy trips to local communities including the library, museum, shops and the park. We also fund raise throughout the year to provide a Christmas party at a local indoor play arena.

With support from WFIS (Wrexham Family Information Service) Early Education team and Early Years Wales, members of St Mary's staff and committee have had access to training about being a charity organisation and the implications it has on each member.

Additional details of objectives and activities (Optional information)

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

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

We are ever grateful for the many hours volunteers and trustees have spent keeping the pre-school solvent which would usually include 2 or 3 fund raising events per year. We are especially thankful to the treasurer who spends time raising invoices and ensuring that they are paid on time. Without the valuable contribution of the volunteers, we would not have been able to improve the sustainability of St Mary's.

Financially we are more stable than we have been in the past 10 years. We have seen an increase in our funding following the increase in the children who attend both privately and through the Early Education. We have three-month operating funding in reserve should we need to make staff redundant.

In April 2023 we were informed, by the church committee, that we would have to vacate our premises at St Mary's Church. The church is having some major refurbishment completed on the floor and will be using the church hall as a church for the congregation. This was a devastating news to us as we have been at the church hall for the past 40 years. After much searching, we have re-registered the pre-school at Wrexham District Scout Headquarters and moved there in September 2023. This is expected to have a financial implication to the pre-school as we are now charged £175 per week for rent, something we never paid at the church hall.

Summary of the main achievements of the charity during the year

St Mary's has increased the children who attend the setting by 95% over the past 12 months. We have many children whose parents have come over to the UK to work in the local Wrexham Maelor Hospital. Most of the children who attend St Mary's live within walking distance of the pre-school. This year we've provided a full academic year of high quality, carefully planned and well-resourced play-based learning.

The children have benefited from themed sessions each week, small group work, and a lot more time outdoors. We've been working in partnership with Leanne Lane (Yoga teacher) and little Hobbits (outdoor forest school). Our children have continued to benefit from a staff team with great experience. The children received lots of adult interaction and benefit from an excellent staff:child ratio.

We offer collection of children from St Mary's nursery; all these children use their 30-hour childcare funding, thus supporting parents who work.

Section E

Financial review

Brief statement of the charity's policy on reserves

As we have been continually receiving grant funding during the past 12 months the committee has constantly reviewed its reserves policy ensuring there is funding available to support any redundancies and running costs for three months

Details of any funds materially in deficit

N/A

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.

Our main source of income for this year has been from fees paid by the parents for their child to attend St Mary's Pre School, Early Education payments and 30-hour funding.

With the continuation of 30 hours free childcare, we have been able to support families with additional wrap around care allowing parents/carers to return to work or attend training.

Funding has allowed us to continue employing a supervisor working 24 hours per week, two part time staff members working 16 hours and one member of staff working 12 hours per week. We also employ an administrator who ensures that the pre-school continues to run effectively and within the boundaries of the registration requirements.

Section F

Other optional information

Future Plans:

- We continue to promote St Mary's as an education setting for children aged 22 months until school age.
- We will continue to deliver elements of the 30hr-childcare offer, Early Education and childcare with wraparound.
- We work closely with the Family Information Service to ensure our staff can access support and training.
- Work in partnership with our new venue, ensure the children are comfortable and feel safe

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Alana McHugh	Lauren Williams
Full name(s)	Alana McHugh	Lauren Williams
Position (eg Secretary, Chair, etc)	Chair	Trustee

Date 23/02/2024



Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/09/2022		31/08/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	55,043	-	-	55,043	55,552
Fundraising	611	-	-	611	609
WCBC grants	3,503	2,384	-	5,887	18,141
Government JRS grants - Covid 19	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	59,157	2,384	-	61,541	74,301
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	59,157	2,384	-	61,541	74,301
A3 Payments					
Trips	1,950	86	-	2,036	1,256
Snacks and consumables	1,379	187	-	1,566	1,696
Equipment	1,560	1,798	-	3,358	6,825
Fundraising expenses	-	-	-	-	-
Wages	43,021	-	-	43,021	39,849
Staff training	84	300	-	384	40
Payroll and accountancy fees	1,455	-	-	1,455	816
Repairs and maintenance	1,737	13	-	1,749	12,254
PPS and computer/office	237	-	-	237	1,227
Insurance and subscriptions	1,174	-	-	1,174	786
Sundry	439	-	-	439	390
Bank charges	67	-	-	67	51
Sub total	53,103	2,384	-	55,487	65,189
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	53,103	2,384	-	55,487	65,189
Net of receipts/(payments)	6,054	-	-	6,054	9,112
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,498	-	-	24,498	15,386
Cash funds this year end	30,552	-	-	30,552	24,498

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	HSBC	30,552	-	-
	Cash	-	-	-
	Easy FX	-	-	-
	Total cash funds	30,552	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
		-	-	-
		-	-	-

	-	-	-
	-	-	-
	-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	Alana McHugh	Alana McHugh	27/02/2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
ST MARY'S PRE SCHOOL PLAYGROUP

On accounts for the year
ended

31 AUGUST 2023

Charity no
(if any)

1172430

Set out on pages

1 to 2 and pages 1 to 6 of the Trustees' Annual Report

(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 / 03 / 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: BRUCE ROBERTS

Date: 22/02/2024

Name: BRUCE ROBERTS

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

FCA

Address:

10 EDISON COURT

ELLICE WAY, WREXHAM TECHNOLOGY PARK

WREXHAM LL13 7YT

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

Give here brief details of any items that the examiner wishes to disclose.