

Bishop Sutton Pre-School and Forest Club Annual Report FY22/23

Charity Number: 1172849

Address: The School Room, The Link, The Street, Bishop Sutton, Bristol, BS39 5UU.

Trustees: Sam Jenkins, Josie Bentley, Holly Bird, Kate Hobbs, Heather Milton-Brooks, Charlotte Yeo-Smith, Emma Daley, Emily Patterson

Structure and management

The pre-school is managed by Lin Oakley and Penny Rowlands on a day-to-day basis, with a team underneath them, and the support of the Trustees to enable key decisions to be made. The pre-school recruits parents of those children who attend the pre-school. The parents are invested in the success of the pre-school as it directly impacts their children.

Activities and objectives

The pre-school and Forest club provide term time childcare during school hours for under school age children. The pre-school's objectives are to provide a safe and welcoming environment to support children to learn and develop. The setting is engaging and fun, with lots of opportunities for the children to explore and expand their knowledge. The Trustees help to support the pre-school by raising much needed funds to supplement the government funding and fees from families.

Performance and achievements

The pre-school started off the year making our 3 Little Pigs scarecrows – linked to our first Active Story Making story, for the Harvey Hext Scarecrow trail. The children loved helping to make them. They have stood up to all the winds and weathers and will hopefully be moving to their home soon and will be living in the vegetable garden at The Pony.

Our Pre-School wouldn't be what it is without our wonderful 'Work Family' our team of Early Years Educators and Key Workers; Jennie Gericke, Sarah Naylor, Sarah Waddington, Hannah Moores continues to do us proud as our SENCO. We are in the enviable position to be able to support children with additional needs and we recently welcomed two new members of staff to our team this year; Sarah Bond (Ali's Mum) and Claire Jones (Astor's Mum). Heather Harmer kindly agreed to step up and join our Management team as an Assistant Manager on a Wednesday. Because we all work part time and like to have two of the Management team in for every session, we were able to do this.

We had two inspections, one here at the Pre-School and the following day at the Forest Club. We had only been back for two weeks last September, and the call came. We were three years overdue due to Covid. But the team – who I didn't doubt for a minute, displayed to the inspector what a wonder place it is to be a child here!! Two separate OUTSTANDING inspections. I'm quoting the inspector now "I would love to come back in the summer and see where these children will be, because just look at what you are doing with them now".

Our future plans at Pre-School – We will be putting a gate in the backwall of the carpark to enable access to the field. This is owned by Hannah and Tim Moores. (Yes, our Hannah!) It is agriculture land but we will have permission to run, play and explore within the space. Giving the children that wonderful sense of freedom they often don't get to experience, on a daily basis.

Future plans for the 'Pre-School building', the Baptist church will be remodelled (hopefully in a year or two – the plans will be going in soon). This will include new toilets for the children linked directly off the pre-school room, a cloakroom area, water and handwashing facilities within the pre-school room and a staff room/staff office. Exciting times – watch this space.

The first Christmas Fayre in 3 years was absolutely brilliant and so well organised by Charlotte. Such a great selection of stalls and the 'games card' was a genius idea! Along with the Christmas raffle it was a huge success. We also had another successful event at the Chew Valley 10k.

Also more recently, we've had the fun day at The Pony Chew Magna, where Holly very kindly provided a bouncy castle for the day. It's amazing how much a bouncy castle can raise! So once again a very special thank you goes to Holly for bringing so much to the committee and Pre School. Along with the fun day, Holly has also organised the Christmas cards and the Valentine's curry, which have both brought in much needed funds.

Financial review

Fees (including government funding) were £106k, which is approximately £2k down on the prior year. Fundraising has decreased from £10.2k to £5.3k. This is due to several fundraising events not running this year or being less successful than prior years. There were also one-off grants and donations that we would not expect to receive every year.

Costs for the year were £105k, down from £116k in the prior year. The majority (91%) of the costs relate to staff costs, such as wages, pensions, HMRC costs and training. Staff hours, and therefore costs, fluctuate depending on the number of children at each session. Training costs reduced as a full First Aid training session was provided in the prior year but only refresher training in the current year. Supply costs were also significantly lower in current year, with fundraising being a lot lower, the pre-school were very careful with how the money was spent.

The current bank balance is just under £44k, which is £8k higher than last year. This is very positive. The reserve account currently has £28.3k in it to cover potential redundancy costs, should the pre-school ever close.

2022-2023 Summary					
		2022	Variance	Diff	
Income	Total				
BANES	£62,588.14	£76,237.15	- 13,649.01	-17.9%	
Fees	£43,769.06	£31,852.03	11,917.03	37.4%	
Milk claim	£288.39	£95.65	192.74	201.5%	
SENCO 1:1	£0.00	£288.21	- 288.21	100.0%	
Charitable donations	£719.86	£2,499.01	- 1,779.15	-71.2%	
10K	£996.69	£1,786.36	- 789.67	100.0%	
Chew Moos Event	£0.00	£1,577.79	- 1,577.79	100.0%	
Amazon Smile	£116.56	£110.76	5.80	5.2%	
Easy Fund	£87.32	£186.44	- 99.12	-53.2%	
Photos	£0.00	£48.00	- 48.00	-100.0%	
Sponsored Toddler	£172.50	£281.69	- 109.19	-38.8%	
Dress Up Days	£0.00	£10.00	- 10.00	-100.0%	
S&M Curry	£560.00	£1,240.00	- 680.00	-54.8%	
Jubilee	£0.00	£463.61	- 463.61	100.0%	
Lottery	£494.80	£534.80	- 40.00	-7.5%	
Tea Towels	£0.00	£264.26	- 264.26	100.0%	
Xmas Raffle/Santa/Stalls/Trees	£1,402.97	£852.93	550.04	64.5%	
Xmas Cards	£206.98	£285.00	- 78.02	-27.4%	
The Pony event	£519.92	£0.00	519.92	100.0%	
Gertrude Lollipop	£0.00	£9.50	- 9.50	100.0%	
Sports Day	£0.00	£37.03	- 37.03	100.0%	
Interest	£0.00	£0.00			
Total income fees & BANES	£106,357.20	£108,089.18	- 1,731.98	-1.6%	
Total Fundraising	£5,277.60	£10,187.18	- 4,909.58	-48.2%	
Total Senco	£288.39	£383.86	- 95.47	-24.9%	
Total Income	£111,923.19	£118,660.22	- 6,737.03	-5.7%	
Expense	Total				
Wages	-£91,086.87	-£94,610.43	3,523.56	-3.7%	
Rent	-£3,370.90	-£3,851.23	480.33	-12.5%	
HMRC	-£1,281.99	-£2,581.63	1,299.64	-50.3%	
Supplies general	-£2,061.61	-£5,525.99	3,464.38	-62.7%	
Supplies food	-£1,687.68	-£1,531.24	- 156.44	10.2%	
Insurance	-£1,081.59	-£1,050.62	- 30.97	2.9%	
NEST Pensions	-£2,069.85	-£2,032.90	- 36.95	1.8%	
Training	-£587.80	-£1,679.25	1,091.45	-65.0%	
Petty Cash	£0.00	£0.00	-	#DIV/0!	
Gertrude Lollipop	-£48.00	£0.00	- 48.00	100.0%	
Trip	-£129.65	-£148.00	18.35	100.0%	
Maintenance	£0.00	-£25.20	25.20	100.0%	
Staff Xmas	£0.00	-£292.50	292.50	-100.0%	
GGO	-£360.00	-£360.00	-	0.0%	
Waste	-£295.10	-£278.40	- 16.70	6.0%	
Mobile Phone	£0.00	-£60.27	60.27	-100.0%	
Ofsted	-£133.01	-£85.00	- 48.01	56.5%	
Advertising	-£220.00	-£111.15	- 108.85	97.9%	
DBS	£0.00	-£463.81	463.81	100.0%	
Forest Club	£0.00	-£380.00	380.00	-100.0%	
Flu Vaccine	£0.00	-£29.98	29.98	100.0%	
Photos	-£37.91	£0.00	- 37.91	100.0%	
Website	-£96.00	-£192.00	96.00	-50.0%	
Teacher's Gifts	£0.00	-£52.82	52.82	-100.0%	
Xmas Disco	£0.00	-£100.00	100.00	100.0%	
Misc.	£0.00	-£87.37	87.37	100.0%	
Staff	-£95,386.51	-£102,050.50	6,663.99	-6.5%	
Premises	-£3,666.00	-£4,154.83	488.83	-11.8%	
Running Costs	-£5,362.44	-£9,239.46	3,877.02	-42.0%	
Investment	£0.00	£0.00	-	0.0%	
Fixed Costs	-£133.01	-£85.00	- 48.01	56.5%	
Total Expenditure	-£104,547.96	-£115,529.79	10,981.83	-9.5%	
TOTAL VARIANCE	£7,375.23	£3,130.43	4,244.80	135.6%	
Bank balance at year end					
Current account	43,634.15				
Reserve account	28,305.12				
Total	71,939.27				

Independent Examiner's Report to the Trustees of Bishop Sutton Preschool and Forest Club

I report on the accounts of the Charity for the year ended 31 August 2023 which are set out on page three.

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").

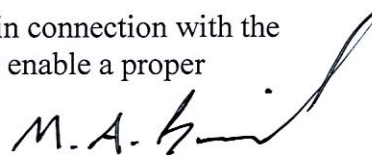
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention 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.



M A Bannister - FFA
Ingle & Co

Institute of Financial Accountants

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Kingswood
BRISTOL
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Date... 27th June 2025