



Cylch Meithrin Evan James

Annual Report – Adroddiad Blynyddol

September 2021-August 2022

Charity Number: 1173261 Rhif Elusen: 1173261



Objectives

- The objects of Cylch Meithrin Evan James are to provide care and advance the education of children under 4 years of age in the Pontypridd area of Rhondda Cynon Taff through the medium of the Welsh language.
- This is done by:
 - a) Providing and facilitating safe and engaging play and educational activities;
 - b) Arranging other charitable activities in order to help parents support their children's education.



Cylch attendance and purpose

- The charity has been successful in providing educational activities for between 40 and 60 children between September 2021 and August 2022. During this period there were on average 30 full time children 3-4 years attending 'wrap around care' and 10 part-time places in the morning sessions for ages 2-3 years. The sessions between 1pm and 3pm provide the children with opportunities to learn through play and are consistent with the themes within the school's nursery sessions in the morning, in keeping with the principles of the Foundation Phase.
- In addition to the Morning and afternoon sessions, Clwb Cylch is now the only after school childcare provider at Ysgol Evan James, offering wrap around childcare for Children from 3.15-5pm.
- The Cylch as now registered as a formal provider of education. The process to achieve this status required intensive preparation and provision of evidence of quality. Due to being an education provider registered with the Education Authority and with Estyn, as well as a being registered with the Care Inspectorate for Wales as a care provider, the Cylch is able to provide the whole 30 hour funded experience for the children in our care who are 3 years of age.



Staffing

8 members of staff

Angharad Cullimore Cylch Leader

Rhianydd Thornton Deputy Leader

Zoe Carne Acting Deputy Leader (maternity cover) – Part time member off staff

Lois Allison Cylch assistant

Teigan Newman Cylch assistant

Morgan Roberts Cylch assistant

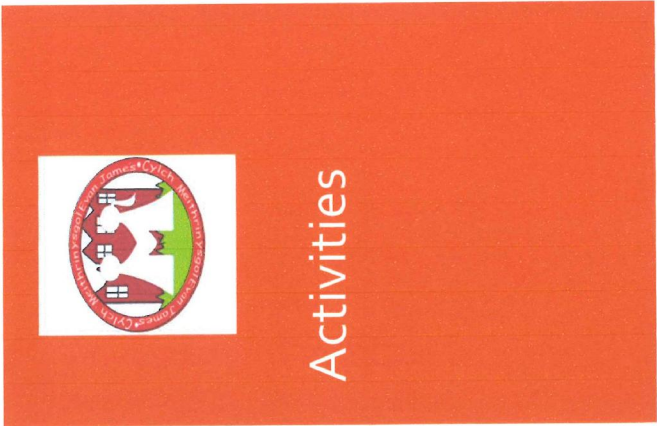
Roxanne Hallett Cylch assistant

Laura Martin Deputy of Afterschool Club



Training

Training	Number of practitioners required per setting	Names of Practitioners attended training
Jehaduo 2 live sessions plus 4 x 2 hours independent learning	Backfill Provided- £100 per practitioner on completion course	Angharad Cullimore Rhianydd thornion
Go Brain Either of the following dates 20th November 2021 26th November 2021 14th January 2022	Backfill provided- £100 per practitioner on completion of course	Angharad Cullimore Rhianydd thornion
Positive Behaviour In Early Years live training 4 live sessions	Backfill provided- £100 per practitioner on completion of course	Angharad Cullimore
Attention Autism Cohort 1 started Monday 7th March 2022	Backfill provides- £150 per practitioner on completion of course	Angharad cullimore
In the Moment Planning 17th January 2022	£100 per individual	Angharad Cullimore
In the Moment Planning 31st January 2022	£100 per individual	Rhianydd thornion



Activities

A photograph of a busy outdoor market. In the foreground, a woman with blonde hair, wearing a pink shirt and a patterned skirt, is walking towards the camera. To her left, a man in a blue shirt and dark pants is walking away. In the background, many other people are walking and shopping. There are various stalls and displays of goods, including clothing and bags. The scene is lively and crowded.

A photograph of a busy outdoor market. In the foreground, a woman with blonde hair, wearing a pink shirt and a patterned skirt, is walking towards the camera. To her left, a man in a blue shirt and dark pants is walking away. In the background, many other people are walking and shopping. There are various stalls and displays of goods, including clothing and bags. The scene is lively and crowded.



Trit bach i fy mhlant cyn ysgol... trip mas!

Trit bach i fy mhlant cyn ysgol... trip mas!



A photograph of a busy outdoor market. In the foreground, a woman with blonde hair wearing a pink jacket is walking towards the camera. To her left, a man in a blue shirt and dark pants is walking away. In the background, many other people are walking and shopping. There are various stalls and shops, including one with a blue sign that says "MARKET". The ground is paved with light-colored tiles. The overall atmosphere is lively and bustling.

A photograph of a busy outdoor market. In the foreground, a woman with blonde hair wearing a pink jacket is walking towards the camera. To her left, a man in a blue shirt and dark pants is walking away. In the background, many other people are walking and shopping. There are various stalls and shops, including one with a blue sign that says "MARKET". The ground is paved with light-colored tiles. The overall atmosphere is lively and bustling.





Activities

yoga session today ... stretch!

sesiwn yoga heddiw... ymestyn!



Deich am ymweld â'n heddiw Babis BACH Babies. Mae'r rhai bach wrth eu bodd gyda'r sesiwn bore ma

Thank you for visiting us today. The little ones loves this morning's session



Gumathom lollis ddde gyda ffwrhau go iawn. Barod i'w rhau m ein parti heddiw.

We made some ice lollies yesterday with real fruit. Ready to enjoy in our pampers party today.



End of an era...

Diwrnod olaf 🍌 🍌 a parti 🍌

Crosso i'r byd/ i'r dosbarth 🍌

Rwy'n meddwl bod pawb wedi mwyrhau'r ymweliad heddiw. Roedd pawb mor gariadus a thwyer 🍌





Finances

- Income of £125173k was received during the period of 01/09/2021 to 31/08/2022. £59863 of which was received from Rhondda Cynon Taf for the 30 hours free childcare and education setting funding and £61k of private fees and £4165 of donated equipment. Employment expenses increased by £30k from 2020/2021 due to the additional staff required for staff to pupil ratios for all sessions which Cylch attendance being at it's highest since 2016.
- Expenses excluding wages were £20k, including subscription costs, mobile phones, rent, IT costs, accounting costs and supplies including snacks and arts and craft and educational materials. The purchase of stationery and daily supplies are controlled by the Cylch leader and any substantial purchases approved by the trustees. (over £200)
- It has been decided that a contingency fund of £30,000 will be retained at all times in order to ensure that staff wages, any rent outstanding and any administration fees should be covered in the event of the closure of the Cylch, we have managed to sustain this throughout the pandemic by closely monitoring expenditure and with the provision of equipment from Rhondda Cynon Taf.
- Invoicing and payments are managed via the Family App, automatic invoicing and contactless payment has made the managing of payments much easier and not required the handling of any cash, cheques or paperwork. The family app is also used as a contact point for parents and carers with the staff and to update them with any information.
- Our payroll is processed externally by Alan Newland and Co. in Pontypridd. They administer all our payroll requirements and reporting to HMRC, including our end of year payroll submissions.
- Our Annual accounts audit if carried out by RH Jeffs and Rowe based in Pontypridd



Future Plans

- We would like to do more of coming year
- Invest in new equipment and
- Attend local Welsh language
- More staff training



Associated Professional Bodies

CSSIW

Welsh Government office

Rhydycar Business Park

Merthyr Tydfil

CF48 1UZ

Mudlad Meibion

Y Ganolfan Integredig,

Boulevard De Saint Brieuc,

Aberystwyth

SY23 1PD

Alan Newland and Co Payroll services

19 Gelliwastad Road,

Pontypidd

CF37 2BW

RH Jeffs and Rowe

Accountants

27/28 Gelliwastad Road

Pontypidd

CF37 2BW



Policies

- COVID FLOW CHART
- COVID RISK ASSESSMENTS
- CHILD PROTECTION
- SUN PROTECTION
- ASTHMA
- HEALTHY EATING AND KEEPING FIT
- PREVENTING CHILDREN FROM WANDERING / LOST CHILD
- COMPLIMENTS AND COMPLAINTS
- WHISTLEBLOWING
- TRANSPORTING AND TRANSFERRING CHILDREN
- EQUALITY AND DIVERSITY
- CONFIDENTIALITY AND DATA PROTECTION INCLUSION AND
EQUAL OPPORTUNITIES DIGITAL IMAGES (Pictures and
Videos) ADMISSIONS
- SMOKE-FREE
- E-SAFETY
- LEAVING AND COLLECTING CHILDREN
- LONE WORKING
- THE WELSH LANGUAGE
- HEALTH, SAFETY AND WELFARE
- MEDICATION
- NAPPY CHANGING
- ILLNESS, INFECTIOUS DISEASES AND ACCIDENTS STAFFING
- POSITIVE BEHAVIOUR



Annual Report Review

Agreed By: Rebecca Davies

Date: 22-04-2023

Signature: *Rebecca Davies*

Position: Trustee

Charity Registration number 1173261

Cylch Meithrin Evan James

**Independent Examiners Report &
Accounts for the year ended 31 August 2022**

Cylch Meithrin Evan James

Charity information

Trustees	Eleri Griffiths Laurie Parry Rebecca Davies Ffion Haf-Wilkes
Company Secretary	Eleri Griffiths
Charity number	1173261
Registered office	Ysgol Gynradd Gymraeg Evan James Ffordd Rhondda Pontypridd CF37 1HF
Accountants	R H Jeffs & Rowe Limited 27/28 Gelliwastad Road Pontypridd CF37 2HW
Bankers	NatWest 1 Taff Street Pontypridd CF37 4UU

Cylch Meithrin Evan James

Contents

	Page
Accountants' report	1
Statement of Financial Activities	2
Balance sheet	3
Notes to the financial statements	4 - 7

Independent Examiner's Report to the Trustees of Cylch Meithrin Evan James Charitable Company

I report on the financial statements of the company for the period ended 31 August 2022 as set out on pages 1 to

This report is made solely to the charity's trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of financial statements. The trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

- 1) examine the financial statements under Section 145 of the Charities Act;
- 2) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- 3) to state where particular matters have come to my attention.

Basis of independent examiner's statement

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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 financial statements 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:

- 1) Which gives me reasonable cause to believe that in, any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and

- to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

.....
Mr. R E Thomas BSc FCA
R H Jeffs & Rowe Limited
27/28 Gelliwastad Road
Pontypridd

28 April 2023

Cylch Meithrin Evan James

Statement of Financial Activities
for the year to 31 August 2022

	Notes	Unrestricted	Restricted	Total year to 31/08/22	Total year to 31/08/21
		£	£	£	£
Income and Endowments					
Incoming resources from charitable activities:					
- Childcare services		121,008	-	121,008	82,960
- Grants		-	-	-	5,580
- RCT equipment donation		4,165	-	4,165	18,000
Total Income and Endowments		<u>125,173</u>	<u>-</u>	<u>125,173</u>	<u>106,540</u>
Expenditure					
Charitable activities					
- Expenditure on Charitable activities	3	114,586	-	114,586	80,413
Total Expenditure		<u>114,586</u>	<u>-</u>	<u>114,586</u>	<u>80,413</u>
Movement in total funds for the year:					
Net Incoming (Outgoing) resources before transfers		10,587	-	10,587	26,127
Net Incoming (Outgoing) resources		<u>10,587</u>	<u>-</u>	<u>10,587</u>	<u>26,127</u>
Total Funds brought forward		47,094	-	47,094	20,967
Total Funds carried forward		<u>57,681</u>	<u>-</u>	<u>57,681</u>	<u>47,094</u>

The statement of financial activities includes all gains and losses recognised in the year.
All incoming resources and resources expended derive from continuing activities.

Cylch Meithrin Evan James
Charity Registration number 1173261
Balance sheet
as at 31 August 2022

		2022		2021	
	Notes	£	£	£	£
Fixed Assets					
Property, plant and equipment	5		18,928		18,454
Current Assets					
Debtors	6	1,297		2,038	
Cash at bank and in hand		42,235		33,877	
		43,532		35,915	
Creditors: amounts falling due within one year	7	(4,779)		(7,275)	
Net Current assets			38,753		28,640
Total Assets Less Current Liabilities			57,681		47,094
The Funds of the Charity					
Unrestricted Funds	9		57,681		47,094
Total Charity Funds			57,681		47,094

The note on pages 4 - 6 form part of these accounts.

The financial statements were approved by the Trustee Board on 11/04/23
and signed on its behalf by :-

Rebecca Davis RDavis

Notes to the financial statements for the year ended 31 August 2022

1. Accounting policies

1.1. Accounting convention

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees have considered going concern and consider that there are no material uncertainties regarding going concern.

1.2. Taxation

Cylch Meithrin Evan James, being a registered charity, does not attract income tax on its incoming resources.

1.3. Income & Endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date.

Distribution Income is taken into account on the date paid into the charities bank account.

1.4. Fund Accounting

The unrestricted funds of the charity comprise those monies which are available to be used towards the meeting of the charitable objectives of the charity at the discretion of the Trustees.

The restricted funds are monies raised or received for a specific purpose and accounted for in accordance with the donors imposed conditions. The charity received no restricted funding during the year.

1.5. Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

Notes to the financial statements for the year ended 31 August 2022

1.6. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment 20% per annum on a reducing balance basis

1.7. Pensions

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

The regular cost of providing retirement pensions and related benefits is charged to the profit and loss account over the employees' service lives on the basis of a constant percentage of earnings.

2. Net Incoming Resources

Net incoming resources is stated after charging:

Depreciation and other amounts written off tangible assets
Independent Examiners' remuneration

2022	2021
£	£
3,691	113
960	900

3. Total resources expended

	Basis of Allocation	Charity Operating Costs	Governance	Total year to 31/08/22	Total year to 31/08/21
		£	£	£	£
Costs directly allocated to activities					
Wages and salaries	Direct	91,017	-	91,017	62,802
Educational Resources	Direct	12,628	-	12,628	8,430
Rent payable	Direct	1,584	-	1,584	3,979
		105,229	-	105,229	75,211
Support costs allocated to activities					
Administration costs	Direct	4,524	-	4,524	3,617
Accountancy	Direct	-	960	960	900
Payroll Costs	Direct	-	182	182	572
Depreciation	Direct	3,691	-	3,691	113
		8,215	1,142	9,357	5,202
		113,444	1,142	114,586	80,413

Cylch Meithrin Evan James

Notes to the financial statements for the year ended 31 August 2022

4. Staff Costs

	Total year to 31/08/22 £	Total year to 31/08/21 £
Staff costs during the Year comprised of the following:		
Staff Salaries and Expenses	87,288	60,535
Pension Contributions	3,729	2,267
	<u>91,017</u>	<u>62,802</u>

The average number of employees during the Year amounted to 5 (2021 :5), and can be analysed as follows:

Childcare workers	5	5
	<u>5</u>	<u>5</u>

No employee was paid £60,000 or more during the Year.(2021 :nil)

The Trustees received no remuneration or benefits in connection with the performance of their duties.

5. Property, plant and equipment

	Fixtures, fittings and Equipment £	Total £
Cost		
At 1 September 2021	18,887	18,887
Additions	4,165	4,165
At 31 August 2022	<u>23,052</u>	<u>23,052</u>
Depreciation		
At 1 September 2021	433	433
Charge for the year	3,691	3,691
At 31 August 2022	<u>4,124</u>	<u>4,124</u>
Net book values		
At 31 August 2022	<u>18,928</u>	<u>18,928</u>
At 1 September 2021	<u>18,454</u>	<u>18,454</u>

Cylch Meithrin Evan James

Notes to the financial statements for the year ended 31 August 2022

6.	Debtors	2022 £	2021 £			
	Outstanding fees	1,297	2,038			
		<u>1,297</u>	<u>2,038</u>			
7.	Creditors: amounts falling due within one year	2022 £	2021 £			
	Accruals	4,779	7,275			
		<u>4,779</u>	<u>7,275</u>			
8.	Reserves	Profit and loss account £	Total £			
	At 1 September 2021	47,094	47,094			
	Profit for the year	10,587	10,587			
	At 31 August 2022	<u>57,681</u>	<u>57,681</u>			
9.	Unrestricted/Restricted Funds	At 01/09/21 £	Incoming Resources £	Outgoing Resources £	Transfers	At 31/08/22 £
	Unrestricted Funds	47,094	125,173	(114,586)		57,681
		<u>47,094</u>	<u>125,173</u>	<u>(114,586)</u>	-	<u>57,681</u>

The charity did not hold any restricted or endowment funds during the Year.

10. Analysis of Net Assets between Funds	Unrestricted	Total
	£	£
Tangible Fixed Assets	18,928	18,928
Current Assets	43,532	43,532
Current Liabilities	(4,779)	(4,779)
	<u>57,681</u>	<u>57,681</u>