



Cylch Meithrin Evan James

Annual Report – Adroddiad Blynnyddol

September 2022-August 2023

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 2022 and August 2023. 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

7 Permanent 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

Laura Martin Deputy of Afterschool Club

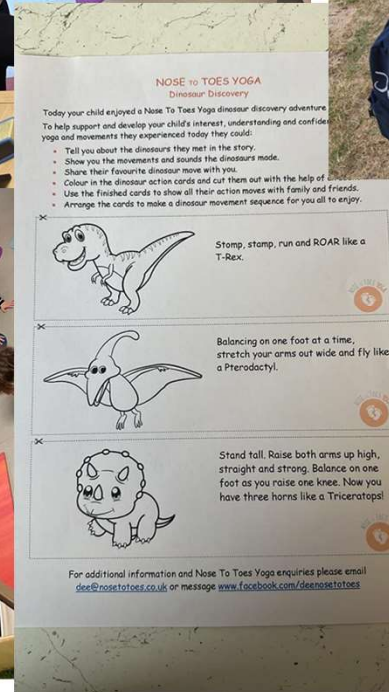


Training

Training	Number of practitioners required per setting	Names of Practitioners attended training
Outdoor Learning in the new curriculum	Backfill Provided- £100 per practitioner on completion course	Angharad Cullimore Teigan Newman
Planning in the moment with Anna Ephgrave	Backfill provided- £100 per practitioner on completion of course	Angharad Cullimore Rhianydd thornton
Hwb online training- Curriculum for non-maintained nursery settings	Free online course	Angharad Cullimore Rhianydd Thornton Morgan Roberts Teigan Newman Zoe Carne
First Aid	Free training provided by RCT	Angharad cullimore Rhianydd Thornton
Safeguarding	Free Training provided by RCT	Teigan Newman Lois Allison Rhianydd Thornton
Planning Training- Cluster groups	Run by RCT educational officer	Angharad Cullimore Rhianydd Thornton



Activities



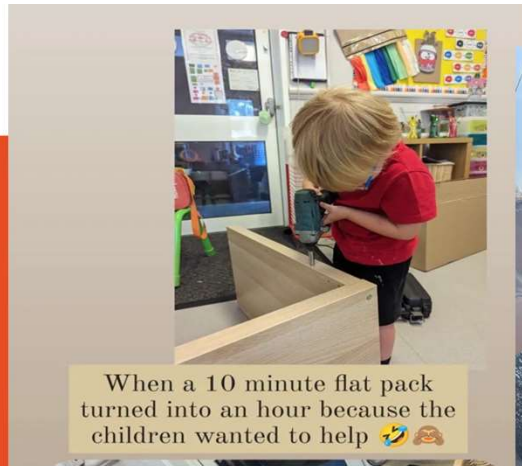


Activities





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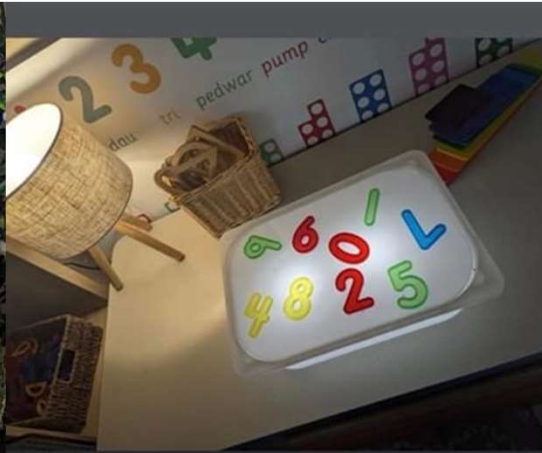


The children sent Miss Cullimore to IKEA with a list. They love our discovery area so much they wanted another They had a look online at what plants they would like





Activities





Activities

Throughout the year we Celebrate many things, through creating, learning and going out and about.

- Celebrating New starters
- Birthdays
- Easter, Halloween, Bonfire night, Remembrance day, Christmas, Diwali, World Book Day, Children in Need.
- Change in the seasons
- We attended a Dewin and Doti festival in the Nearby park
- Tedi Bears Picnic in the Town's Park
- The local Park in Pwllgwaun (usually to walk the dog and feed the birds where we made bird feeders)
- Nose 2 Toes Yoga came to visit
- Debutots (specific themed interactive story telling sessions)
- Babis Bach (bilingual musics sessions and storytelling through music)
- Trip to the shops to purchase ingredients and ice lolly for a treat.
- Creating shopping lists for Miss Cullimore (sending her to ikea) and then helping build our new furniture.
- Nominated for an award for learning and development By Mudiad Meithrin
- Awarded The nursery of the year South West wales by Mudiad Meithrin



Finances

- Income of £137724.1k was received during the period of 01/09/2022 to 31/08/2023. This included, RCT free childcare income, Edenred private fees, WG childcare offer income and RCT education funding.
- Expenses including wages were , subscription costs, mobile phones, rent, IT costs, accounting costs and supplies including snacks and arts and craft and educational materials and depreciation were £135k. The purchase of stationery and daily supplies are controlled by the Cylch leader and any substantial purchases approved by the trustees. (over £200). It was decided in year to re-invest income earned over the last few years into the Cylch setting in furniture upgrades and play equipment. This has updated some of our more dated furniture and play equipment.
- 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
- During this financial period expenses increased from previous year as we have re-invested in the Cylch setting by upgrading furniture and equipment. The setting is equipped to an excellent standard and this gives the children attending a great experience in the Cylch.



Future Plans

- Attend local Welsh language events
- More staff training and team building in-house activities
- Adapt areas for more learning opportunities in line with the new curriculum
- Off- site educational trips where possible



Associated Professional Bodies

CSSIW

Welsh Government office

Rhydycar Business Park

Merthyr Tydfil

CF48 1UZ

Mudiad Meithrin

Y Ganolfan Integredig,

Boulevard De Saint Brieuc,

Aberystwyth

SY23 1PD

Alan Newland and Co-Payroll services

19 Gelliwastad Road,

Pontypridd

CF37 2BW

RH Jeffs and Rowe

Accountants

27/28 Gelliwastad Road

Pontypridd

CF37 2BW



Policies

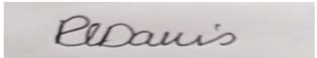
- COVID FLOW CHART
- COVID RISK ASSESMENTS
- CHILD PROTECTION
- SUN PROTECTION
- ASTHMA
- HEALTHY EATING AND KEEPING FIT
- PREVENTING CHILDREN FROM WANDERING / LOST CHILD
- COMPLIMENTS AND COMPLAINTS
- WHISTLEBLOWING
- TRANSPORTING AND TRANSFERRING CHILDREN
- EQUALITY AND DIVERSITY
- CONFIDENTIALITY 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
- ILLESS, INFECTIOUS DISEASES AND ACCIDENTS STAFFING
- POSITIVE BEHAVIOUR



Annual Report Review

Agreed By: Rebecca Davies

Date: 23-05-2024

Signature : 

Position: Trustee

Charity Registration number 1173261

Cylch Meithrin Evan James

**Independent Examiners Report &
Accounts for the year ended 31 August 2023**

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 2023 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 May 2024

Cylch Meithrin Evan James

**Statement of Financial Activities
for the year to 31 August 2023**

	Notes	Unrestricted	Restricted	Total year to 31/08/23	Total year to 31/08/22
		£	£	£	£
Income and Endowments					
Incoming resources from charitable activities:					
- Childcare services		117,749	-	117,749	121,008
- Grants		19,975	-	19,975	-
- RCT equipment donation		-	-	-	4,165
Total Income and Endowments		137,724	-	137,724	125,173
Expenditure					
Charitable activities					
- Expenditure on Charitable activities	3	135,568	-	135,568	114,586
Total Expenditure		135,568	-	135,568	114,586
Movement in total funds for the year:					
Net Incoming (Outgoing) resources before transfers		2,156	-	2,156	10,587
Net Incoming (Outgoing) resources		2,156	-	2,156	10,587
Total Funds brought forward		57,681	-	57,681	47,094
Total Funds carried forward		59,837	-	59,837	57,681

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 2023

		2023		2022	
	Notes	£	£	£	£
Fixed Assets					
Property, plant and equipment	5		27,600		18,928
Current Assets					
Debtors	6	1,218		1,297	
Cash at bank and in hand		34,510		42,235	
		35,728		43,532	
Creditors: amounts falling due within one year	7	(3,491)		(4,779)	
Net Current assets			32,237		38,753
Total Assets Less Current Liabilities			59,837		57,681
The Funds of the Charity					
Unrestricted Funds	9		59,837		57,681
Total Charity Funds			<u>59,837</u>		<u>57,681</u>

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

The financial statements were approved by the Trustee Board on 21/05/24
and signed on its behalf by :-

Rebecca Davies *Rebecca Davies*

Notes to the financial statements for the year ended 31 August 2023

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.

Cylch Meithrin Evan James

Notes to the financial statements for the year ended 31 August 2023

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

2023	2022
£	£

Net incoming resources is stated after charging:

Depreciation and other amounts written off tangible assets	3,786	3,691
Independent Examiners' remuneration	960	960

3. Total resources expended

	Basis of Allocation	Charity Operating Costs	Governance	Total year to 31/08/23	Total year to 31/08/22
		£	£	£	£
Costs directly allocated to activities					
Wages and salaries	Direct	101,069	-	101,069	91,017
Educational Resources	Direct	20,935	-	20,935	12,628
Rent payable	Direct	3,128	-	3,128	1,584
		125,132	-	125,132	105,229
Support costs allocated to activities					
Repairs and maintenance	Direct	-	-	-	1
Administration costs	Direct	5,413	-	5,413	4,523
Accountancy	Direct	-	960	960	960
Payroll Costs	Direct	-	277	277	182
Depreciation	Direct	3,786	-	3,786	3,691
		9,199	1,237	10,436	9,357
		134,331	1,237	135,568	114,586

Cylch Meithrin Evan James

Notes to the financial statements for the year ended 31 August 2023

4. Staff Costs	Total year to 31/08/23 £	Total year to 31/08/22 £
Staff costs during the Year comprised of the following:		
Staff Salaries and Expenses	97,683	87,288
Pension Contributions	3,386	3,729
	101,069	91,017

The average number of employees during the Year amounted to 9 (2022 :5), and can be analysed as follows:

Childcare workers	9	5
	9	5

No employee was paid £60,000 or more during the Year.

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 2022	23,052	23,052
Additions	12,458	12,458
At 31 August 2023	35,510	35,510
Depreciation		
At 1 September 2022	4,124	4,124
Charge for the year	3,786	3,786
At 31 August 2023	7,910	7,910
Net book values		
At 31 August 2023	27,600	27,600
At 1 September 2022	18,928	18,928

Cylch Meithrin Evan James

Notes to the financial statements for the year ended 31 August 2023

6.	Debtors	2023 £	2022 £			
	Outstanding fees	1,218	1,297			
		1,218	1,297			
7.	Creditors: amounts falling due within one year	2023 £	2022 £			
	Accruals	3,491	4,779			
		3,491	4,779			
8.	Reserves	Profit and loss account £	Total £			
	At 1 September 2022	57,681	57,681			
	Profit for the year	2,156	2,156			
	At 31 August 2023	59,837	59,837			
9.	Unrestricted/Restricted Funds					
		At 01/09/22 £	Incoming Resources £	Outgoing Resources £	Transfers	At 31/08/23 £
	Unrestricted Funds	57,681	137,724	(135,568)		59,837
		57,681	137,724	(135,568)	-	59,837
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				27,600	27,600
	Current Assets				35,728	35,728
	Current Liabilities				(3,491)	(3,491)
					59,837	59,837

Charity Registration number 1173261

Cylch Meithrin Evan James

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	Page
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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.

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The financial statements were approved by the Trustee Board on 21/08/24
and signed on its behalf by :-

Rebecca Davies *Rebecca Davies*

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Cylch Meithrin Evan James

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2. Net Incoming Resources

	2023	2022
	£	£

Net incoming resources is stated after charging:

Depreciation and other amounts written off tangible assets	3,786	3,691
Independent Examiners' remuneration	960	960

3. Total resources expended

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Cylch Meithrin Evan James

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	9	5

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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 2022	23,052	23,052
Additions	12,458	12,458
At 31 August 2023	35,510	35,510
Depreciation		
At 1 September 2022	4,124	4,124
Charge for the year	3,786	3,786
At 31 August 2023	7,910	7,910
Net book values		
At 31 August 2023	27,600	27,600
At 1 September 2022	18,928	18,928

Cylch Meithrin Evan James

Notes to the financial statements for the year ended 31 August 2023

6.	Debtors	2023 £	2022 £			
	Outstanding fees	1,218	1,297			
		1,218	1,297			
7.	Creditors: amounts falling due within one year	2023 £	2022 £			
	Accruals	3,491	4,779			
		3,491	4,779			
8.	Reserves	Profit and loss account £	Total £			
	At 1 September 2022	57,681	57,681			
	Profit for the year	2,156	2,156			
	At 31 August 2023	59,837	59,837			
9.	Unrestricted/Restricted Funds					
		At 01/09/22 £	Incoming Resources £	Outgoing Resources £	Transfers	At 31/08/23 £
	Unrestricted Funds	57,681	137,724	(135,568)		59,837
		57,681	137,724	(135,568)	-	59,837
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				27,600	27,600
	Current Assets				35,728	35,728
	Current Liabilities				(3,491)	(3,491)
					59,837	59,837