

Woodcote Pre-School Group CIO
Report of the Trustees for the year ended 31 July 2021



The trustees present their annual report and unaudited financial statement for the year ended 31 July 2021 and confirm they comply with the Charities Act and associated guidance.

This information was presented at the Annual General Meeting held on 6 April 2022.

Charity Information

Charity Name	Woodcote Pre-School Group CIO
Charity Registration Number	1180857
Address	Woodcote Village Hall Reading Road Woodcote RG8 0QY
Website:	www.woodcotepreschool.co.uk

Board of Trustees

Amy Wheeler	Chair	Up to 30 June 2021
Maxine Townsend	Chair	From 1 July 2021 (voted in on 6 April 2022)
Ben Callaway	Treasurer	
Wendy Powell	Trustee	

Volunteers

Louise Callaway
Nicholas Elsome
Miranda Elsome
Helen Lesinski
Katherine Park-Barnard
Lisa Reid

Accounts Verifier

Matthew Giles

Woodcote Pre-School Group CIO

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Our Aims

To enhance the development and education of children under statutory school age in a parent-involving community-based group.

To continue to provide a valuable community asset in a rural setting as we have done for over 55 years.

Our Objectives

Woodcote Pre-School's objectives are to develop and educate children by:

- Promoting their care and safety
- Promoting their education and promoting parental involvement
- Promoting their health and wellbeing
- Providing services to support them and their families and carers
- Providing services to individuals holding membership of the CIO
- Furthering the aims of the Early Years Alliance

Our Structure

Woodcote Pre-School is a Charitable Incorporated Organisation (CIO) that operates under a constitution, last amended in September 2018. The charity is overseen by the trustees, supported by a committee of parents and former parents (the volunteers). The Chair and Treasurer are volunteers and Mrs Wendy Powell is a volunteer as a trustee, as well as being a paid member of staff as Pre-School Manager. She receives no remuneration in her role as trustee.

Trustees and volunteers are recruited from our membership structure. Our members are the families, individuals and organisations that support our purposes and wish to have a say as to how we achieve our purposes through our work.

We have two categories of membership:

1. Each family that has a child registered to attend our childcare provision is entitled to Family Membership.
2. Any other individuals or organisations that are interested in supporting us in furthering our objectives, can make an application to our trustees for Affiliate Membership.

The Pre-School is managed on a daily basis by the Pre-School Manager and Deputy Manager, supported by three Pre-School Assistants and a Cook.

Performance and Achievements

Children

We have had 12 new children join since the last AGM. We currently have 18 children on register and 6 of these will be graduating to local primary schools in September, which will leave us with 12.

Staff

We have six members of staff. One is Early Years Level 4 qualified and three are Early Years Level 3 qualified. We also have two qualified SENCOs. We have retained our level 5 food hygiene rating this year and all staff are trained in food hygiene allowing us to prepare food from our own allotment for the children.

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The team have continued to provide an environment for the children to learn, grow and most importantly have fun without being impacted by Covid-19. This has been extremely challenging due to the staffing issues caused by lockdowns and isolation requirements.

Ofsted

There was no Ofsted inspection during this period.

Holiday Club

We established a holiday club for children aged 2 to 8 years held in the first two weeks of August 2021. Pre-payments for the holiday club were taken during this financial year (July 2021). The holiday club was well attended and well received within the community.

Baby & Toddler Group

During the last year we have re-started Woodcote Baby and Toddler Group. It is run by volunteers from the committee on Monday mornings in the Village Hall. We provide toys, games and messy play along with a snack for the children and a place to meet and gain support for the parents and carers. We have a lovely group of families attending each week and have also arranged for the Health Visitor to attend – allowing everyone in the village to gain the support they have missed over the last few years.

Fundraising

This was a difficult period for fundraising due to the impact of the Covid-19 lockdown in January 2021 as well as the ongoing restrictions regarding public gatherings throughout large parts of the year. We raised £2,195.70 during this financial period, which is down 60% on pre-pandemic levels.

Future plans

Our future plans are as follows:

- Continue to provide a pre-school at the heart of the village
- Further community involvement in Baby & Toddler Group including facilitating regular access to the local Health Visiting Team
- Undertake a review of our logo and branding
- Consider the feasibility of holding a holiday club during the Easter holidays as well as the Summer holidays (following positive feedback from attendees)
- Implement the online journal Tapestry
- Provide training and development for the team of staff
- Increase our financial reserves

Financial Review

Woodcote Pre-School continues to be in a stable financial position, but we are operating in a very challenging environment, not just because of Covid-19. We face a number of financial pressures including increases to the living wage, pension contributions, National Insurance increases and rent. We may have to increase fees in the next school year to ensure that the Pre-School remains viable given the well-publicised inflationary pressures and lagging council funding at this time. Although we made a profit in the last financial year we have little to no strategic reserve.

Our full financial report follows.

Profit and Loss

Woodcote Pre School Group CIO For the year ended 31 July 2021

2021

Turnover

Holiday club	3,463.50
Interest Income	10.01
Other Revenue	4,461.83
Pre school fees	24,712.59
Sales	20.00
Total Turnover	32,667.93

Cost of Sales

Direct Expenses	189.65
Food	302.80
Waste Disposal	863.07
Website	270.00
Total Cost of Sales	1,625.52

Gross Profit

31,042.41

Administrative Costs

Advertising & Marketing	192.00
Audit & Accountancy fees	453.75
Bank Fees	5.00
Entertainment-100% business	86.75
General Expenses	672.00
Pensions Costs	1,712.26
Pleo default account	1,039.45
Rent	4,392.77
Salaries	51,766.69
Staff Training	216.33
Subscriptions	812.20
Total Administrative Costs	61,349.20

Operating Profit

(30,306.79)

Other Income

Fundraising	2,195.70
Grants	41,257.64
School trip	2.30
Total Other Income	43,455.64

Profit on Ordinary Activities Before Taxation

13,148.85

Profit after Taxation

13,148.85



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Woodcote Preschool Group CIO

On accounts for the year
ended

31st July 2021

Charity no
(if any)

1180857

Set out on pages

N/A

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 10 / 2021

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~ *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

Date: 19th May 2022

Name:

Matthew Giles

Relevant professional
qualification(s) or body

N/A

(if any):

Address:

28, Gauslip Drive
Perarth

CF64 2RH

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.