

Woodcote Pre-School Group CIO
Report of the Trustees for the year ended 31 July 2022



The trustees present their annual report and unaudited financial statement for the year ended 31 July 2022 and confirm they comply with the Charities Act and associated guidance.

This information was presented at the Annual General Meeting held on 7 December 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

Maxine Townsend	Chair	
Ben Callaway	Treasurer	Up to 15 November 2022
Russell Page	Treasurer	From 16 November 2022 (voted in on 7 December 2022)
Wendy Powell	Trustee	

Volunteers

Jade Powell	Secretary	(voted in on 7 December 2022)
Miranda Elsome		
Helen Lesinski		
Hayley Cook		(voted in on 7 December 2022)
Natasha Lusty		(voted in on 7 December 2022)
Suzanne Swain		(voted in on 7 December 2022)

Accounts Verifier

Robert Holland

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). 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 eight new children join since the last AGM. We currently have nineteen children on register, with a further two starting in January 2023. Six of these will be graduating to local primary schools in September 2023, which will leave us with fifteen.

Staff

We have six members of staff. Four are Early Years Level 3 qualified and we have two qualified SENCOs. Congratulations to Sarah who achieved her Level 3 qualification in December 2021 after putting in a lot of hard work and effort. Gina also started working towards her Level 3 qualification this year.

In January 2022 we introduced the online learning journal Tapestry. This allows the staff to securely share information, photos and videos about the children, building a special record of our children's experiences,

Woodcote Pre-School Group CIO Report of the Trustees for the year ended 31 July 2022



development and learning while at pre-school. Feedback from our families for this service has been very positive.

Thank you to Wendy, Sophie, Sarah, Tanya, Nikki and Gina for all of your hard work and dedication to pre-school this year. The team have continued to provide an environment for the children to learn, grow and most importantly have fun.

Ofsted

We had a surprise visit from Ofsted in July 2022 – on our Sports Day! We are delighted to announce that we retained our good rating. The report was very positive about our “warm and caring staff” and our children who “are well behaved, use good manners, take turns and share”. The report also praised the setting – “children enjoy the outside area and have a wide range of opportunities to explore their local community”. The full report can be found on the Ofsted website here: [Inspection Report July 2022](#)

Holiday Club

After the success of last year, we held a Holiday Club in both the Easter and Summer holidays in 2022. Holiday Club was open for four days at Easter and three weeks in the Summer, for children aged 2 to 8 years. Pre-payments for the Summer Holiday Club were taken during this financial year (July 2022). The sessions were well attended and well received within the community.

Baby & Toddler Group

Woodcote Baby and Toddler Group 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 every fortnight – allowing everyone in the village to gain the support they have missed over the last few years.

Logo and branding

We undertook a logo and branding refresh this year. Thank you to Caroline Tye from Tye Media for supporting us with this by developing a new logo, pre-school advert and posters for our events. We believe the new branding really reflects our setting and love for the outdoors.

Fundraising

Our pre-school relies on fundraising to top up the government funding for childcare. In this financial year we have raised £5,208.43. We have held stalls at a number of events providing facepainting, glitter tattoos, jolly jars, games and activities for children. We also held a Quiz Night in November 2021 that was well attended by the local community.

In December 2021 we received a very kind donation of £531 from South Oxfordshire Housing Association (SOHA), which enabled us to buy some new science and maths equipment and a water table for the children.

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

Woodcote Pre-School Group CIO
Report of the Trustees for the year ended 31 July 2022



- Continue to provide a Holiday Club in both the Easter and Summer holidays
- Provide training and development for the team of staff
- Increase our financial reserves

Financial Review

The accounts presented at the AGM and in this report run from August 2021 to July 2022.

Income for this period was £73,479, but expenditure was £78,647, giving a loss of £5,168. One of the grants that we receive from the government was included in the previous year's financial report as it was received in that financial year (giving a profit of £13,148 in 2020/2021), but it was not spent until this financial year.

Woodcote Pre-School continues to operate in a very challenging environment. We face a number of financial pressures including substantial increases to food, services, the living wage and rent. We receive £4.35 per child per hour, but it currently costs us £5.75 per child per hour to operate. This represents a shortfall of nearly £10 per child per day.

Due to the above financial pressures, we will have to increase fees in 2023 to ensure that the pre-school remains viable.

Our full financial report follows.

Profit and Loss

Woodcote Pre School Group CIO For the year ended 31 July 2022

2022

Turnover

Holiday club	5,071.62
Other Revenue	910.55
Pre school fees	23,529.92
Total Turnover	29,512.09

Cost of Sales

Food	4,188.90
Waste Disposal	1,627.55
Website	128.00
Total Cost of Sales	5,944.45

Gross Profit

23,567.64

Administrative Costs

Advertising & Marketing	950.00
Audit & Accountancy fees	459.75
Bank Fees	54.46
General Expenses	2,658.46
Pensions Costs	1,821.18
Postage, Freight & Courier	2.69
Printing & Stationery	11.24
Rent	6,677.14
Salaries	57,633.66
Staff Training	305.90
Subscriptions	2,084.69
Telephone & Internet	44.15
Total Administrative Costs	72,703.32

Operating Profit

(49,135.68)

Other Income

Fundraising	5,038.12
Grants	38,836.50
School trip	93.00
Total Other Income	43,967.62

Profit on Ordinary Activities Before Taxation

(5,168.06)

Profit after Taxation

(5,168.06)



Section A

Independent Examiner's Report

Report to the trustees/
members of

Woodcote Preschool Group CIO

On accounts for the year
ended

31st July 2022

Charity no
(if any)

1180857

Set out on pages

N/A

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2022

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:

Date:

12/05/2023

Name:

Robert Holland

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

N/A

Address:

Primrose Cottage
Cane End
RG4 9HG

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.