



Wye Under Fives Pre-School

Trustees' Annual Report And Financial Statements

**For the year ended
31st August 2021**

Registered Charity Number: 1185104

**Registered Address:
Small Village Hall
Bridge Street
Wye, Ashford
Kent
TN25 5EA**

Names of the charity trustees who manage the charity:-

Name	Office Held (if any)	Dates acted if not for the whole period
Laura Mockford	Chair to 15/09/20	appointed 30/08/19, resigned 15/09/20 re-appointed 22/04/21
Jane Read		appointed 30/08/19 resigned 15/09/20
Lydia Capon	Secretary	appointed 30/08/19
Phil Chantler		appointed 01/07/20 resigned 09/02/21
Amanda Butler		appointed 01/07/20
Jamie MacLean	Chair from 15/09/20	appointed 01/07/20
Stephanie Harrison		Appointed 24/06/21

Senior Staff :-

Name	Position Held	Dates acted if not for the whole period
Stephanie Harrison	Manager	

Description of the charity's trust:-

Governing document

Early Years Alliance Model CIO Constitution for Childcare Providers 2013

How the charity is constituted

The charity is constituted as a Charitable Incorporated Organisation, registered in England and Wales. The date of registration by the Charities Commission was 30th August 2019.

Principal charitable activity

The charity was registered with Ofsted from the 1st July 2020 to operate a term time only pre-school and weekly parent and toddler group in the village of Wye, near Ashford, Kent. This is the principal activity of the charity.

Trustee selection methods

Trustees are appointed at the Annual General Meetings, although members at any time can decide to appoint a new charity trustee. All trustees must have Enhanced DBS checks and EY2 approval from Ofsted. The constitution contains provisions requiring the retirement and re-appointment of trustees by rotation.

Summary of objectives set out in its governing document

The charity works for the public benefit having as its object the development and education of children and young people in particular by:

- 1) promoting their care and safety;
- 2) promoting their education and promoting parental involvement;
- 3) promoting their health and wellbeing;
- 4) providing services to support them and their families and carers;
- 5) providing services to individuals holding membership of the CIO; and
- 6) furthering the aims of the Early Years Alliance

Public benefit

The trustees have, in accordance with section 17 of the Charities Act 2011, considered and have had due regard to the public benefit guidance published by the Charities Commission.

Reserves

It is the policy of the charity to maintain reserves at a level which give sufficient funds to:

1. provide adequate funding for staff, allow for changes to staffing levels, staff wage increases, staff training or cover for staff as required;
2. allow for cash flow timing differences;
3. fund annual events;
4. fund any replacement of old equipment;
5. implement any new EYFS initiatives that may require additional investment;
6. cover against the unlikely closure of the pre-school with regards to any staff redundancy payments and liabilities;

Additional governance information

- All trustees give their time voluntarily and receive no remuneration or other benefits.
- Wye Under Fives holds regular committee meetings.
- Wye Under Fives maintains strong links with the local primary school, enabling the smooth transition from pre-school to primary school for families.
- Wye Under Fives is registered with Ofsted and partakes in Ofsted's pre-school inspection programme and complies with the Early Years Foundation Stage
- Wye Under Fives is a member of the Early Years Alliance, membership no 249176
- DBS checks are carried out prior to commencement of employment or trusteeship as per our child protection policy

Statement of trustee responsibilities in relation to the financial statements

Charity Law requires the Committee to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the charity and of its financial activities for the period. In preparing those financial statements the committee is required to:

- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether the policies adopted are in accordance with the Charities SORP, the Regulations made in the Charities Act and with applicable accounting standards, subject to material departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis until it is inappropriate to assume that the charity will continue to operate

The Committee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

**Independent Examiner's Report
To the Trustees of Wye Under Fives CIO
Registered Charity No. 1185104
On accounts for the year ended 31 August 2021**

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 / 08 / 2021.

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.

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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.

Signed: _____

Date: _____

Name and Address: _____

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

Achievements of the Charity during the year ending 31st August 2021

When Wye Under Fives CIO took over the day to day running of the pre-school under the new Ofsted registration, in July 2020, the pre-school was operating at a reduced capacity in accordance with guidelines relating to the Covid-19 pandemic. However normal operations were able to resume in September 2020 when Wye Under Fives CIO were able to welcome returning children and new starters for the start of the new term and the first full year of operation for the charity.

During the year the staff and committee have worked together to ensure extra measures were in place to help prevent the spread of Covid-19 and subsequently this has minimised any impact upon the operations of the setting which has remained open at its usual capacity for the full school year.

Currently the Parent Baby & Toddler Group is closed due to Covid-19 restrictions. The group was popular before closure and will be opening again on 3rd November 2021, with a booking system to help us manage numbers attending.

It was agreed by the charity that in August 2021 our garden would be upgraded to give a larger area for the children to run and play in. This was achieved by removing flower beds and an unused garden shed and the area being covered with high grade artificial grass. The cost of this grass was £5,880 as was partially funded using donations from the Co-op, with the rest being spent from surplus funds and a small amount of fundraising money. The children have been able to use this area from September 2021. Further improvements to the garden will continue into the new financial year, with funding being received for an intervention shed and new planters. In addition, funding has been received to purchase outdoor activity boards that will be permanently attached to the fence line, giving the children more play and learning opportunities.

This year the children attending Wye Under Fives have had a very busy year with lots of valuable learning opportunities. Outdoor play has included their own pretend bonfire party and a garage to check over and service the ride on toys. In the setting, role play areas have included a veterinary surgery and a doctors' clinic, Wye village shop and even a garden centre. Our team of practitioners continue to differentiate the play opportunities to ensure the learning is age and stage appropriate for every child. In particular, children with SEND are supported with a whole team approach which focuses on the voice of the child and their parents or carers. For every child in our setting, our aim continues to be for the child to achieve their very best outcomes and to ensure a supported transition onwards to primary school.

The committee appreciates the continued hard work by the staff and the support shown by the local families attending the setting and the wider community of Wye during the first full year of operation. It is with everyone working together that the setting has been able to remain open to provide childcare services for this year. With this in mind the charity looks forward to many more years of working together to support the local families of Wye and the surrounding area.

Finance Report for year ending 31st August 2021

Year End Financial Position

Wye Under Fives has ended the year with a surplus of £18,135. It should be noted that this includes Autumn Term funding of £12,461 relating to September to December income for 2021. Without this additional income the full year operating position would have been £5,674.

During the year the, now dormant, Wye Under Fives Unincorporated Association Charity was dissolved and removed from the charity commission register. Assets of £57,126 were transferred from the Association to Wye Under Fives CIO.

Cash balances at year end were £74,700 in our current account and £125 in petty cash. The trustees consider the financial position of the charity to be satisfactory.

Fundraising

During the year the setting raised funds of £592. Using all my own work; with prints at Christmas raising £218, which was all spent on Christmas party games and presents for the children; and leavers tea towels at year end raising £99 which was again all spent on the children for leavers gifts and items for the leavers party. Commission was also received on the school photos of £238, this income was spent as part of our garden upgrade project. All fundraising received during the year was spent during the year.

Donations

Donations of £2,984 were received during the year as follows; Co-op £1,351; Waitrose £333; Redhill Trust £1,300. The donations from Waitrose and Redhill trust are restricted funds.

The co-op money of £1,351, plus an unspent amount of £836 previously received from the co-op in a prior year by the Wye Under Fives Unincorporated Association, was all spent during the year upgrading our garden to have a larger area of artificial grass. The total cost of this project was £5,880 of which £3,165 was funded by Wye Under Fives £528 from fundraising.

The amount received from Waitrose of £333 remains unspent at the end of the year and has been donated to purchase some new planters and plants for our garden.

The donation from the Redhill Trust of £1,300 is also unspent at year end and has been donated with regards to purchasing a new shed for our garden which can be used as an intervention space for the children. Where one to one activities can take place or the children can use it as a quiet space away from other children if needed. Subsequently to year end an order for a shed has been placed at a cost of £1,499.

Coronavirus Job Retention Scheme

Income of £3,000 was received in the year relating to staff being placed on the Coronavirus job retention scheme during July and August 2021. The income was delayed from the prior year, due to the staff going through TUPE at the beginning of July 2021 and further checks being undertaken by HMRC before payment was made. No staff have been placed on the scheme since August 2021.

Receipts from Fee and funding income

Fee income was received in the year of £33,795, all invoices were paid at year end and zero debt was carried forward into the new financial year.

Income of £108,471 was received from KCC as part of the government provider funding scheme for free childcare for families.

Detail of the accounts – Payments

The main costs for Wye Under Fives are staff wages (75%); rent of the halls and storage (10%) and equipment spend, including the garden, (8%). These 3 items total 93% of all payments.

Wye Under Fives

Receipts and Payments Account

Year ending 31st August 2021

	Unrestricted Funds £	Restricted Funds £	Total Year End 31/08/2021 £	Total Year End 31/08/2020 £
<u>Receipts</u>				
Fees	33,795	-	33,795	-
KCC Funding	108,471	-	108,471	-
Parent & Toddler Group	-	-	-	-
Donations	1,351	-	1,351	-
Fundraising and Parties	1,842	-	1,842	330
Grants	-	1,633	1,633	-
Coronavirus Job Retention scheme	3,000	-	3,000	-
Miscellaneous	317	-	317	-
Subtotal	148,776	1,633	150,409	330
<u>Payments</u>				
Wages	99,769	-	99,769	15,622
Staff Costs	592	-	592	81
Training Courses	1,804	-	1,804	-
Rent	12,673	-	12,673	105
Insurance	1,087	-	1,087	-
Maintenance	7	-	7	-
Equipment	4,522	-	4,522	306
Hygiene Services	278	-	278	-
Food / Drink / Cleaning	1,048	-	1,048	32
Printing	583	-	583	-
Postage	26	-	26	5
Stationery & Books	494	-	494	58
Fundraising & Parties	1,230	-	1,230	187
Telephone & Internet	780	-	780	143
Garden Expenses	6,096	-	6,096	-
Annual	1,225	-	1,225	-
Licences/Subscriptions	-	-	-	-
Bank Charges	-	-	-	-
Professional Fees	60	-	60	-
Miscellaneous	-	-	-	-
Subtotal	132,274	-	132,274	16,539
Surplus / - Deficit	16,502	1,633	18,135	-16,209
Opening Bank Balance	3,935		3,935	-
Assets transferred from Wye Under Fives Association	57,126		57,126	20,144
Closing Bank Balance	77,563	1,633	79,196	3,935

Wye Under Fives

Statement of Assets and Liabilities

As at 31st August 2021

<u>Assets</u>	As at 31/08/2021 £	As at 31/08/2020 £
Monetary Assets		
Bank current account	74,700	3,796
Loan to Wye Village Hall	4,371	-
Petty Cash	125	139
Total	79,196	3,935

<u>Liabilities</u>	As at 31/08/2021 £	As at 31/08/2020 £
Peoples Pension - Contribution for August	337	285
HMRC – PAYE & NI for August	665	258
New World Netcom Ltd	49	49
Kent Space	58	
Early Years Fundamentals Ltd	40	
Mavis Carpet cleaning	90	-
IONOS	97	-
Kent County Supplies	-	48
Total	1,336	640

Wye Under Fives

Notes to the financial statements for the year ending 31st August 2021

1. Accounting Policies

Basis of preparation

The trustees have taken advantage of section 144(2) of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis

Accounting convention

The financial statements have been prepared under the historical cost convention.

Taxation

The charity is exempt from tax on its charitable activities

Going Concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of any assets held by the charity.

Fund Accounting

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objective of the charity.

Restricted funds are those granted or donated for use in a particular area for specific purposes, the use of which is restricted to that area or purpose.

2. Trustees' remuneration, benefits and expenses

There were no trustees', nor any persons connected with them, remuneration or other benefits paid for the year ended 31st August 2021.

3. Pension scheme

The charity operates a defined contribution pension scheme with the Peoples Pension. The contributions payable by the charity to the scheme amounted to £1,813 for the year.

Wye Under Fives
Approval of annual report and financial statements for
year ending 31st August 2021

The trustees annual report and financial statements were approved by the trustees on the 8th February 2022

Signed for and on behalf of the trustees:-

Date

Print Name

Position
