

CROSSBOW PRE-SCHOOL CIO

England & Wales · Charity number 1188975

Details

Status Registered

Legal form CIO

Registered 2020-04-08

Register [View on the Charity Commission register](#)

Contact

Address Crossbow Pre School
St. Peters Hall
School Road
Frampton Cotterell
Bristol
BS36 2DA

Phone 01454773289

Email manager@crossbowpreschool.co.uk

Website www.crossbowpreschool.co.uk

Activities

Objects: THE CHARITY WORKS FOR THE PUBLIC BENEFIT HAVING AS ITS OBJECTS 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 PRE-SCHOOL LEARNING ALLIANCE.

Activities: PRE-SCHOOL EDUCATION PROVIDER IN THE VILLAGE OF FRAMPTON COTTERELL

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People

Geography

- South Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£139,135	£140,042	-	-
2024-08-31	£152,014	£133,565	-	-
2023-08-31	£119,461	£119,292	-	-
2022-08-31	£90,937	£96,665	-	-
2021-08-31	£0	£0	-	-

Trustees

Name	Role	Appointed
Kathryn Cooper	Chair	2025-09-16
Daniel Lawton		2025-09-16
Francesca Neath		2024-09-11
Jacquetta Weaver		2025-09-16
Jade Champ		2025-09-16
Rebecca Smith		2024-09-11
Samantha Jordan		2025-09-16
Victoria Cater-King		2024-09-11

Accounts

Annual Report 2023/2024 for Crossbow Preschool AGM

Friday 8th September 2024

Chair's Report

There is a strong committee with 8 parent members and 1 staff member.

Committee have focused on staff wellbeing. New admin (Robyn) and new manager (Sally) and improved facilities, supported staff, given children more opportunities. We are very fortunate to have such an experienced staff body. One staff member left but is now on bank (Karen). Committee changed staff to annualised contracts, looked to increase pay and one staff is undertaking a L3 apprenticeship (Hayley).

Built relationship with FCDCA/Crossbow House (landlords)

- negotiating hire agreement
- improve facilities (new back gate, sand pit and employed a cleaner)

It has been a successful year for fundraising- Halloween disco, Wreath making, Mother's/Father's Day bakes - thanks given to Sophie Johns

Thanks given to current committee some of whom stepping down.

Holly and Emily were especially thanked by Sophie for supporting her role as chair

Sophie Day agreed to stay on the committee for this term to ensure a smooth handover.

Treasurer's Report

Financial review for the period 1st Sept 2023 -31st August 2024

Thanks was given for fundraising and donations

Wreath making £1008

Christmas Crafts £507.50

Summer fete and raffle £1560.73

Total for fundraising less expenses £4093.29

Used to refurb garden, sand pit, laptop, and staff meal

Income £125038.92

Outgoings £124869.51

Profit £169.41

Last year has a loss of £6000

Fees and grants- higher than previous year, more fee payers, increased numbers, no debtors going into the next financial year-total income £115453.50

Fundraising income £1942.70 expenditure £269.42 total raised £1673.28 plus cash totalling £130.50, £1803.78 in total.

Miscellaneous figures relate to incoming money from closure of Santander-£5578.45 was figure transferred.

Previous £1300 Asda grant some still left.

Expenses higher but purchased laptops

Wages higher than last year as more children, minimum wage increase, and 13-month wage year. Increase 2022/23 £17324.35, average month of £7555, the real difference is £10K

Rent similar to last year

Staff training included 7 staff on food hygiene and 2 on advanced child protection

Rhiannon and Hannah Makaton in May
Play equipment -final payment for rubber floor surface outside.
Committee happy to continue with cleaner
Overall budget is well managed

Manager's Report

Caterpillars now butterflies transitioned to school

New families welcomed

Current capacity 77% number of children on role 35 some increases over sept -dec

2% decrease in capacity figures slightly reduced sessions due to staffing, and adjustments made to 2 and 3 year- olds- an extra member of staff can open spaces on Mon, Tues, Thurs and Friday.

Robyn will email out any leftover spaces.

Current availability given.

Staffing: 8 staff at start of year – 1 practitioner left now on bank.

Difficult to recruit, team pulled together, Robyn covered, and core team did additional sessions. Sally covered and occasionally agency required to cover staff shortages.

Rhiannon reduced her days from 4-3 in the summer term

Sam promoted to Senior early years practitioner

Cleaner was employed.

Currently only have maximum staffing levels on Weds and are recruiting for another practitioner to increase capacity to 24 on the other days.

Staff training for Hygge in the Early Years Accreditation.

Sam completed Level 3 Senco and supports children with additional needs, supported transition to secondary school

Staff to keep up to date with safeguarding and Sam and Rosey undertaking advanced safeguarding courses.

Daily nature explorations a success we will continue the Hygge curriculum over the year with Rhiannon producing a folder of nature activities for the coming year. Also implementing planning and assessment process that reflects approach to the curriculum.

Funding and resources- a side gate has been installed to limit mud in preschool, Rhiannon has organised the garden, supplied mud kitchen and organised water-based activities.

The staff have developed the indoor learning environment – positive comments from parents.

Emily organised the supply of a wonderful sand pit complete with lid.

EYPP money for five children – purchased focused on language development system, builder's toys, colour monster resources and training on attachment and a resource to support emotional development.

Transitions successful to both FCCE and Watermore school and staff built good relationships in both settings

Preschool affected by multiple changes which affected every aspect of the provision, challenging for me and trustees and staff to navigate. Sally determined further changes do not undermine all the hard work put in. Sally will provide robust plan with all involved for a clear preschool vision that is achievable, consistent for the children.

Thanks was given to all staff, committee of trustees and personal thanks to Sophie Day.

5. Clerk's report

The main change that happened in the last year was moving to use Tapestry for invoicing from September 2023. We also started to then invoice monthly (it had been termly before).

Funding:

The year started with 35 children on roll and ended with 41, with 24 children leaving us for pastures new in July. Of the 41 children, 7 were paying all fees, most were using their standard 3 year old universal 15 hour funding and we had 20 children eligible for extended hours (up to 30 hours) and 2 children eligible in April 2024 for the new 2 year olds working parent 15 hour funding. We also finished the year with 5 children eligible for EYPP (Early Years Pupil Premium).

Fees:

Our hourly rate increased slightly from the previous year, but the termly enrichment fee remained at £30 for those attending 15 hours or more and £15 for anyone attending less than 15 hours per week. This has enabled the children's learning to be enhanced with messy play, additional art supplies, cooking sessions etc. It was agreed that the hourly rate be increased from September 2024 to £6.50 for 3 year olds and £7 for 2 year olds.

Fees can be paid by bank transfer, childcare vouchers or tax-free childcare payment scheme.

Checking and chasing outstanding fees remains an issue because I rely on the Treasurer checking the bank account for incoming payments and notifying me. Obviously moving to monthly invoicing, this has to happen more regularly. Thank you Emily for taking on the Treasurer role and working with me on this.

Looking forward:

- The changes to eligibility for childcare funding from the Government from September 2025 – 30 hour funding for 2 year olds of working parents. The staff to child ratio is 1:5 for 2 year old children, while the ratio is 1:8 for 3+ year olds. Therefore we are still aiming to keep the maximum number of 2 year old per session at 5.

Rosey Simpkins, Crossbow Preschool CIO Clerk, 10th September 2024

Crossbow Preschool
Charity Number: 1188975

Income and expenditure for the period ending 31st August 2024

Income Received:

Preschool fees	24,831.80	
Preschool grants	121,947.35	
Fundraising	5,235.09	
		152,014.24

Expenditure:

Gross Wages	104,323.40	
Rent	11,085.00	
Purchases	3,867.07	
Insurance	546.43	
Membership	389.45	
Staff training	818.55	
Computer expenses	100.00	
Phone	405.62	
Repairs and Maintenance	2,473.25	
Cleaning	828.00	
Staff Entertaining	136.10	
Misc		
Fund raising exps	1,111.80	
Pension Contributions	7,480.11	
		133,564.78

Net Profit **18,449.46**

Balance of bank at beginning of year	31,841.00
Income in the year	152,014.24
Expenditure in the year	- 133,564.78
Balance of bank at the end of the year - Metro Account	48,100.52
Balance of bank at the end of the year - Natwest Account	2,190.04



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

CROSSBOW PRE SCHOOL

On accounts for the year
ended

31st August 2024

Charity no
(if any)

1108975

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st August 2024.

Responsibilities and
basis of report

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:

14/6/25

Name:

ROBERT KELLER

Relevant professional
qualification(s) or body

ACA

(if any):

Address:

KELLER & Co.
~~Chartered Accountants~~
367B CHURCH ROAD
FRAMPTON COTTERELL, BRISTOL
Tel: (0454) 774244

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.

Accounts



Crossbow Pre-School

St Peter's Hall
School Road
Frampton Cotterell
Bristol
South Gloucestershire
BS36 2DA

☎ 07928 381976

Annual Report 2022-2023

From the Chair:

What a year 2022 – 2023 has been, it started off well with Covid rules relaxing, starting the year with a manager in post, a great team and a good number of Children on the books. There were a few issues towards the end of the 2022 that really tested us as a committee and led to some staff changes. We ended 2022 recruiting and started 2023 with new team members joining us thick and fast.

Then unfortunately we hit an incredibly difficult period where Hannah handed in her notice and we also received an anonymous complaint to Ofsted. Despite both things the team absolutely smashed the surprise Ofsted Inspection. Even with their manager off sick, everyone pulled together and came into Preschool until gone 10 'o' clock the night before to make sure we were ready. For that, I am incredibly proud of them and grateful as a parent as the last Ofsted report we received was less than flattering!

Considering they are still a relatively new team, with a Deputy Manager and Senior Practitioner stepping up to keep the preschool running in a way that we, as parents, appreciate, having their manager resign and then an unscheduled Ofsted visit could have broken them. Happily, it did not and they have gone from strength to strength building on the changes that had already started to be made and bringing Crossbow to the point that we were turning parents away as we did not have enough spaces for their new starters. It is down to **this** team that Crossbow has shaken of its previously poor reputation and is now somewhere where the staff are proud to say they work and parents have no qualms at all about leaving their Children.

During the Summer term we went full speed ahead with recruiting for a manager and after an interesting start to the interviews a chance email brought us Sally. A quick chat turned into an hour-long conversation which then led to an interview that was well over two hours long, sorry Sally! Happily, we were extremely impressed and I have no doubt at all that Sally will continue to take Crossbow Preschool from strength to strength. Caring for and guiding the staff team to reach their potential as well as doing the absolute best for your children.

We also realised that we needed someone else to help bring the team together and that led us to recruit for an administrator position. Someone to be the vital link between the manager, the staff the committee and of course the parents. They will also take a much of the admin burden from our senior team allowing them to spend even more time doing that they love and being with your children. During July we advertised internally, interviewed and then offered the role to Robyn who has seen the preschool from both a parent and committee viewpoint and will do a fantastic job.

A huge thank you to the whole team as Crossbow Preschool would not be what it is today without you all.

Fundraising

We have had a much better year for fundraising this year with Father's Day and Easter being some of the highlights. Fundraising is vital to Crossbow preschool so thank you to everyone that has helped organise, lead or attend an event and hopefully 2023 – 2024 will be even better. Becca will talk in a little more detail about this.

Funding:

The year started with 40 children on roll and ended with 46, with 27 children leaving us for pastures new in July. Of the 46 children, 9 were paying all fees, most were using their standard 15 hour funding and we had 12 children eligible for extended hours (up to 30 hours). We also had 1 child eligible for the Government childcare grant for students scheme. 2 children were eligible for EYPP (Early Years Pupil Premium).

Fees:

Our hourly rate didn't increase in 2022 from the previous year, but it was decided by the committee to increase the termly enrichment fee to £30. This has enabled the children's learning to be enhanced with messy play, additional art supplies, etc. It was agreed that the hourly rate be increased from September 2023 by 20p and the enrichment fee was also reviewed after some feedback, so remains at £30 per term for most, but reduced to £15 for anyone attending less than 15 hours per week.

Looking forward:

- We are currently looking into moving to annualised hours for core staff, where the salary is spread over 12 months.
- There are changes to eligibility for childcare funding from the Government going forward. The main ones that affect us are April 2024 – 15 hour funding for 2 year old of working parents and September 2025 – 30 hour funding for 2 year olds of working parents.
- From September 2023, invoices will be created using the Tapestry system and will be moving to monthly invoices (from termly).

5th September 2023

Crossbow Preschool
Charity Number: 1188975

Income and expenditure for the period ending 31st August 2023

Income Received:

Preschool fees	30,999.64	
Preschool grants	84,453.86	
Fundraising	2,638.07	
Misc	69.90	
Grant	1,300.00	
		119,461.47

Expenditure:

Gross Wages	97,954.46	
Rent	9,546.00	
Purchases	4,276.62	
Insurance	510.70	
Membership	545.73	
Staff training	1,086.65	
Computer expenses	192.00	
Phone	393.45	
Uniform		
DBS	45.00	
PPS	214.88	
Misc	87.00	
Fund raising exps	263.43	
Pension Contributions	4,176.14	
		119,292.06

Net Profit **169.41**

Balance of bank at beginning of year	31,671.59
Income in the year	119,461.47
Expenditure in the year	- 119,292.06
Balance of bank at the end of the year	31,841.00



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Crossbow Pre-School

On accounts for the year
ended

31st August 2023

Charity no
(if any)

1188975

Set out on pages

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(Remember: this includes the page numbers of additional sheets)

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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:

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* Please delete the words in the brackets if they do not apply.

Signed:

Date:

25/06/24

Name:

ROBERT KELLER

Relevant professional
qualification(s) or body

ACA

(if any):

Address:

367 B CHURCH ROAD
FRAMPION COTTRELL
SS36 2AQ

Section B

Disclosure

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Signed:

Date:

25/06/24

Name:

ROBERT KELLER

Relevant professional
qualification(s) or body

ACA

(if any):

Address:

367 B CHURCH ROAD
FRAMPION COTTRELL
SS36 2AQ

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Crossbow Pre-School

St Peter's Hall
School Road
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Bristol
South Gloucestershire
BS36 2DA

t 07928 381976

Crossbow Pre-School CIO

Annual General Meeting

Date: Tuesday 27th September 2022 @7pm

Venue: Crossbow House

Chair's Update/Trustees Report

The Chairman expressed her thanks to all present for attending the meeting and to the Manager and the team for their hard work over the past year. The pre school has seen many changes including a new manager and staff in the last twelve months. The feedback from parents has been extremely positive and this pays testament to the hard work of everyone involved.

The Chairman advised that we need more help and support from parents to keep the preschool afloat and she is hoping to get more people involved in fundraising.

The Treasurer Reported that funds were down this year. All fees received go predominately to staff wages and rent for the building, any additional expenditure needs to be covered by fundraising and donations.

Rising 5's brings in good funds but need to ensure we account for extra staffing levels.

The Chairman was confident that we could build on the success of this last twelve months and that the preschool will continue to grow and improve. There is a varied programme of fundraising activities planned for the coming year which should help to improve the preschool funds and avoid a further loss in the next financial year.

Claire Wilkinson

For and on behalf of the Trustees of Crossbow Pre-School CIO

Dated 27th September 2022

Crossbow Preschool
Charity Number: 1188975

Income and expenditure for the period ending 31st August 2022

Income Received:

Preschool fees	14,617.04	
Preschool grants	73,818.34	
Fundraising	2,375.82	
Donations	110.78	
Smile	15.32	
		90,937.30

Expenditure:

Gross Wages	80,895.73	
Rent	9,792.00	
Purchases	2,969.24	
Insurance	362.51	
Membership	269.80	
Staff training	506.56	
Computer expenses	170.40	
Phone	328.01	
Uniform	274.32	
DBS	195.00	
PPS	185.41	
Petty Cash	100.00	
Thank you presents	100.00	
Pension Contributions	516.14	
		96,665.12

Net Loss - **5,727.82**

Balance of bank at beginning of year	37,399.35
Income in the year	90,937.30
Expenditure in the year	- 96,665.12
Balance of bank at the end of the year	31,671.53



Section A

Independent Examiner's Report

Report to the trustees

Charity name
Crossbow Pre-School

On accounts for the year
ended

31st August 2022

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(if any)

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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:

29/6/23

Name:

Emily TALBOT

Relevant professional
qualification(s) or body

ACCA (Association of Chartered Certified Accountants)

(if any):

Address:

KELLER & Co.
Chartered Accountants
367B CHURCH ROAD
FRAMPTON COTTERELL, BRISTOL
Tel: (0454) 774244

Section B

Disclosure

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Accounts

**CROSSBOW PRE-SCHOOL CIO INCOME AND EXPENDITURE
AUGUST 2021**

		INCOME	
		£0.00	
Total Income		£0.00	
Total Expenditure			
Income less Expenditure			
Total Income		£0.00	
Total Deficit for Year			

**The transfer from Charity No 1112
1188975 will take place on 1/9/21, so
31/8/21**

RE AND BALANCE AS AT 31ST

EXPENDITURE		
£0.00		
£0.00		

**2130 to new Charity
all accounts ZERO up to**