

## **TRUSTEES' ANNUAL REPORT**

### **Cylch Meithrin Ffestiniog**

Financial Year: 1 April 2021 – 31 March 2022

#### **1. DIRECTIONAL DETAILS**

Charity Name: Cylch Meithrin Ffestiniog

Registration Number: 1190084

Address: Cylch Meithrin Ffestiniog, Ffestiniog Sports Club, Ffordd Heulog, Ffestiniog, Gwynedd, LL41 4ND

#### **Trustees in 2021/22:**

- Manon Roberts Morris – Chair and Responsible Individual
- Zoe Pritchard – Treasurer
- Catrin Davies – Trustee

#### **2. STRUCTURE AND GOVERNANCE**

The Cylch is registered as a CIO (Incorporated Charitable Organisation) using the Foundation Model. The trustees are members of the charity and are responsible for financial management, staffing, governance and compliance with CIW and Mudiad Meithrin.

#### **Key changes during 2021/22:**

- Staffing discussions were completed and dissatisfaction information was received regarding the NVQ Level 3 course (February 2022).
- Resignation of DY, Leader, with an expiration date of 6 May 2022.
- Interviews have been arranged for a new Leader.



- The payroll service was moved from Dunn & Ellis to K. Madoc-Jones due to concerns about the accuracy of payslips.

### 3. OBJECTIVES AND ACTIVITIES

The aim of the Cylch is to provide high quality nursery education and childcare through the medium of Welsh to pre-school children.

#### Core activities:

- Provide Nursery Education in accordance with the Foundation Phase.
- Opening hours: 09:00–12:55, Monday–Friday, school term.
- 5 members of staff working in the Cylch, including Level 3 qualified members.
- Ongoing staff training in Child Protection, First Aid and CIW requirements.

### 4. ACHIEVEMENTS AND PERFORMANCE

Despite the challenges of the pandemic, we have been able to:

- Maintain stable and secure provision.
- Supporting the transfer of children to Ysgol Bro Cynfal.
- Complete parent questionnaires and act on comments.
- Continue to improve resources and the learning environment.
- Manage staffing and planning changes for a new Leader.

### 5. FINANCIAL REVIEW

Total Income 2021/22: £56,960.34

Total Expenditure 2021/22: £36,930.46

Surplus Year: £20,029.88

Bank Balance at 31 March 2022: £21,292.75



#### **Grants:**

- **\*\*£10,000 capital grant\*\*** was received in December 2021 for adaptation works (fire doors, ramp, and rear access). No expenditure was made during 2021/22; It will be spent in 2022/23.

#### **6. RESERVES POLICY**

The aim of the Cylch is to maintain funds equivalent to at least three months of operating costs. The year-end financial position reflects a surplus and an unspent capital grant.

#### **7. RISK MANAGEMENT**

Key risks identified in 2021/22:

- Staffing capacity and qualifications.
- Payslip concerns – resolved by switching provider.
- Reliance on grant funding.
- CIW compliance.
- Delays in planned capital works.

#### **8. PLANS FOR 2022/23**

- Completion of the capital works funded by the £10,000 grant.
- Support a new Leader in the role.
- Continue to raise the standard of provision in line with Estyn/CIW.
- Invest in outdoor learning resources.
- Review costs and fee structure if necessary.

#### **9. DECLARATION OF PUBLIC BENEFIT**



The Trustees confirm compliance with the Charity Commission's guidance on the public benefit. The Cylch provides education and childcare through the medium of Welsh, creating significant social and educational benefits for the local community.

#### 10. APPROVAL OF TRUSTEES

This report was approved by the Trustees of Cylch Meithrin Ffestiniog.

Signature:

Z Pritchard Zoe Pritchard – Trustee

Signed on behalf of all the trustees after agreement of the trustees:

Manon Roberts-Morris

Catrin Davies.

Date: 11/12/2025





Cylch Meithrin Ffestiniog				CC16a
Receipts and payments accounts				
For the period from	01/04/21	To	31/03/22	

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Gwynedd Childcare grant	30,159			30,159	10,695
Gwynedd Nursery Education	3,367			3,367	
Capital Grants		10,000		10,000	
Other Grants	1,335			1,335	9,145
Donations				-	
Fundraising	125			125	6
Fees	11,574			11,574	6,430
Introduced on registration				-	145
Loans	1,613			1,613	2,000
				-	
<b>Total receipts</b>	<b>48,173</b>	<b>10,000</b>	<b>-</b>	<b>58,173</b>	<b>28,421</b>

### A3 Payments

Wages & other staff costs	32,565			32,565	23,989
Premises	1,753			1,753	932
Bank charges	15			15	3
Food and Drink	97			97	72
Professional fees	412			412	1,015
Equipment, materials & resources	1,364			1,364	1,147
Repairs and renewals	16			16	
Loan repayment	1,613			1,613	
Fee refunds	310			310	
				-	
				-	
				-	
<b>Total payments</b>	<b>38,143</b>	<b>-</b>	<b>-</b>	<b>38,143</b>	<b>27,158</b>

<b>Net of receipts/(payments)</b>	10,030	10,000	0	20,030	1,263
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	1,263		-	1,263	
<b>Cash funds this year end</b>	11,293	10,000	-	21,293	1,263

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current	11,293	10,000	-
	Savings			-
	Cash	-	-	-
	<b>Total cash funds</b>	<b>11,293</b>	<b>10,000</b>	<b>-</b>

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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**B3 Investment assets**

		-	-
		-	-
		-	-

**B4 Assets retained for the charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	
		-	-

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
PAYE	Unrestricted	2,500	31/04/2022
		-	


**Funds Movement Schedule**

	Opening Balance	Additions in year	Payments in year	Cross Transfer	Closing Balance
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>Restricted Funds</b>					
Childcare for Wales Capital Grant	0	10,000	0	0	10,000
					0
<b>Unrestricted Funds</b>	1,263	46,960	36,930	0	11,293
<b>Total Funds</b>	1,263	56,960	36,930		21,293

**CIO Guarantees and Secured Debts**

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

**Related party transactions**

There were no transactions between the charity and its trustees or other connected persons.

**Trustee expenses**

No remuneration was paid to the trustees, nor were any expenses reimbursed to them during the year to 31/3/22 (2021: NIL).

**Childcare for Wales Capital Grant**

For building work to be carried out in 2022/23.

**Conflicts of interest**

During the year a trustee made a loans to the charity, all repaid in the year. This included £1213 for Equipment, materials and resources

**APPROVAL OF TRUSTEES**

This report was approved by the Trustees of Cylch Meithrin Ffestiniog.

Signature:

Zoe Pritchard Zoe Pritchard – Trustee

Signed on behalf of all the trustees after agreement of the trustees:

Manon Roberts-Morris

Catrin Davies.

Date:

11/12/2025





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Cylch Meithrin Ffestiniog

On accounts for the  
period

Year ended 31/3/2022

Charity no  
(if any)

119084

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity for the period to

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. The accounts have been prepared on a Receipts and Payments basis in accordance with section 133 of the act.

Independent  
examiner's statement

I confirm that I have the requisite skills and experience to conduct the Independent Examination for this charity to the standards required as set out in Appendix 5 of CC32. Although retired from practice as an accountant and as a member of a listed professional accountancy body, I continue to conduct a number of examinations on a voluntary basis every year. I also confirm that I am independent of the charity as set out in Direction 2 of CC32.

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: 12/12/2025

Name: Andy Moore

Address: Blaenpentre, Swyddffynnon, Ystrad Meurig, SY25 6AW