



Trustees' Annual Report for the period

Period start date	From
Period end date	To

01
09
2021

31
08
2022

Section A	Reference and administration details
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Charity name

Breaston Pre-School CIO

Other names charity is known by

Registered charity number (if any)

1194534

Charity's principal address

2 Main Street

Breaston

Derbyshire

DE72 3DX

Names of the charity trustees who manage the charity

Trustee name

Office (if any)

Dates acted if not for whole year

Name of person (or body) entitled to appoint trustee (if any)

Kelly Noble
Chair

Kayleigh Brackett
Secretary

Sarah Gallacher

Kerrie Broderick

July onwards

6

7

8

9

15

16

17

18

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name

Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser

Name

Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

CIO

TAR

Appointed by Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Breaston Pre-School transferred into a CIO on the 1st September 2021. With a board of 3 trustees. We are responsible for staff management, (including appointing new staff, conducting appraisals) and financial planning (over-seeing budgets, setting session costs and wage increases and organising fundraising events).

Daily sessions are run by paid qualified nursery staff, Managed by the Pre School Manager and Deputy Manager. These staff members plan and organise activities and are responsible for the day-to-day care of the children.

The Secretary contributes to the daily social media and monthly updates via Parentmail to all parents and supporters of the Pre School. She also focuses on grants and fundraising.

The Chair of the trustees over sees the accounts and then uses Tax Assist Accounts for an end of year review.

We have created a fundraising team that volunteer their time to organise events. They do not have any input on the day to day running of the setting.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

- Enhance the development and education of children of pre-school age in a parent involving, community-based group.
- Provide a safe, secure and stimulating environment.
- Work within a framework which ensures equality of opportunity for all children and families.
- Offer a specially tailored curriculum leading to approved learning outcomes.

- Provide individual care and attention made possible by a high ratio of adults to children, including SEN.
- Give opportunities for families to be directly involved in the activities of the group and their own child's progress.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

- To enhance and develop the education of the children in our care we aim to provide a wide range of resources and experiences. We adhere to the Early Years Foundation Stage Curriculum Guidance and maintain a system of observations to ensure that the learning needs of all the children are met.
- We encourage our staff to pursue training, both through general childcare courses such as NVQ in childcare and through more specific courses, which look more deeply at issues that affect the children and the setting. We believe that through training our staff will not only gain better understanding of the children and their development, but will also become more motivated and proactive in the setting as a result. Our staff are qualified to Level 3 or above.
- To maintain our status as a community-based group, we have close links with many aspects of our local community, in particular our local Primary School, Firfield. We participate in general annual village events. This year we have further increased our involvement with local businesses and community groups even further (e.g. The Co-op, Tesco, Breaston's Churches and local businesses etc). By doing so we ensure the support of the community and increase awareness of our Pre-School as well as providing the children with valuable and enjoyable experiences.
- To provide a safe and secure environment we ensure regular risk assessments are carried out, both as part of our yearly insurance and for our own purpose. This enables us to monitor the setting on both a physical and larger management scale.
- We offer equal opportunities for all children and their families to participate in the Pre-School, all children are welcome to the Pre-School. In the case of over-subscription we select children according to firstly their age and local catchment area, then whether they have siblings already in the Pre-School and then finally how many funded and non-funded sessions have been requested.
- We also endeavour to provide any equipment or staff training required to support children with SEN.
- We take part in numerous fundraising events, which gives all parents/carers the opportunity to become involved with the Pre-School.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.
 - We moved our fundraising online. However, we are still holding in-setting fundraising activities.
 - We have successfully gained grant funding for new Forest School Equipment.
 - Through fundraising and grants, we have been able to provide access to Level 3 training in Forest School to a member of staff.
 - We will be seeking funding opportunities to provide a new canopy for our outdoor area.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This year we have successfully recruited a new Deputy Manager. She has made a very positive impact in the setting and has brought new ideas to the team. She has completed her Level 3 Forest School training and will be able to support the Manager in running the session for the children.

Through various fundraising events (mainly online) and with the help of the staff, committee and parents, we raised a total fundraising profit £2210.86.

We were also successful in a grant application of £1000.

As an organisation we are always looking for opportunities to bring people together. We look forward to working alongside our community in the next year.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity holds reserves equivalent to three months of operating expenditure and covers notice pay and redundancy pay.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of funds for the charity is income from childcare places offered by the pre-school. We receive the 15 hours and 30 hours Nursery Education Funding and two-year-old funding.
We have some additional fund which comes from non-funded children.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

KellyNoble

Full name(s)

Kelly Noble

	Position (eg Secretary, Chair, etc)
Chair	
01/03/23	
	Date

Breaston Pre-School **Trial Balance** **As of August 31, 2022**

Current (2034)	Savings (2042)	Debit	Credit
Debtors		35,797.95	
Net Wages Control Account		22,083.00	
Opening Balance Equity		0.00	
Retained Earnings		1,324.17	
Donations and legacies		35,018.22	
Fees		7,136.41	
Fundraising		1,000.00	
Grants Received		43,836.04	
Interest Received		2,210.06	
Uncategorised Income		87,608.55	
Accountancy		10.33	
Accounting Software		48.92	
Advertising/Promotional		348.00	
Computer Costs		304.80	
Consumables		75.31	
Dues and Subscriptions		1,078.91	
Insurances		538.12	
Meals and entertainment		936.21	
Mileage expenses		834.30	
Non Consumable Materials and Resources		150.84	
Office/General Administrative Expenses		566.99	
PAYE/NIC		1,396.30	
Payroll Expenditures		662.07	
Pension Contributions		9,571.66	
Phone Costs		1,006.20	
Play equipment		3,361.37	
Printing, Postage and Stationery		512.74	
Rent or Lease of Buildings		298.56	
Training Courses		79.31	
Travel and Accommodation		12,909.60	
Wages		1,686.60	
Birthday Club		10.00	
Other Expenditure		80,890.52	
TOTAL		445.00	0.00
		<u>£ 176,868.53</u>	<u>£ 176,868.53</u>

Thursday, Nov 17, 2022 04:12:32 pm GMT0

Breaston Pre-School **Balance Sheet** **As of August 31, 2022**

Fixed Asset	
Total Fixed Asset	
Cash at bank and in hand	35,797.95
Current (2034)	
Savings (2042)	22,083.00
Total Cash at bank and in hand	<u>57,880.95</u>
Debtors	
Debtors	0.00
Total Debtors	<u>0.00</u>
Net current assets	<u>57,880.95</u>
Creditors: amounts falling due within one year	
Current Liabilities	
Net Wages Control Account	-1,324.17
Total Current Liabilities	<u>-1,324.17</u>
Total Creditors: amounts falling due within one year	<u>-1,324.17</u>
Net current assets (liabilities)	<u>59,205.12</u>
Total assets less current liabilities	<u>59,205.12</u>
Total net assets (liabilities)	<u>59,205.12</u>
Charity funds	
Opening Balance Equity	35,018.22
Retained Earnings	7,136.41
Surplus/(Deficit)	17,050.49
Total Charity funds	<u>59,205.12</u>

Total

Thursday, Nov 17, 2022 04:14:08 pm GMT0 - Accrual Basis

CHAIRPERSON
Kelly Noble



DATE

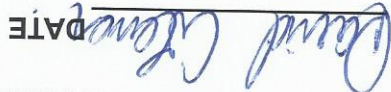
28/2/23

For and on behalf of the Committee

EXAMINERS CERTIFICATE

We have examined the accounts of Breaston Pre-School Playgroup for the year ending 31st August
We are satisfied that they are in accordance with S41 of the Charities Act 1993 and that the foregoing
Statement of Accounts is in accordance with the books and vouchers produced to us.

EXAMINERS SIGNATURE



DATE

28/02/23

TaxAssist Accountants (Loughborough) Ltd
51-53 Derby Road
Long Eaton
Nottingham
NG10 1LU

Management Report

Breaston Pre-School

For the period ended 31 August 2022

Client copy

Prepared on
23 December 2022

For management use only

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Financial Activities

September 2021 - August 2022

INCOME	
Donations and legacies	
Fees	
Fundraising	
Grants Received	
Interest Received	
Uncategorised Income	
Total Income	134,713.90
EXPENDITURES	
Accountancy	
Accounting Software	
Advertising/Promotional	
Computer Costs	
Consumables	
Dues and Subscriptions	
Insurances	
Meals and entertainment	
Mileage expenses	
Non Consumable Materials and Resources	
Office/General Administrative Expenses	
PAYE/NIC	
Payroll Expenditures	
Pension Contributions	
Phone Costs	
Play equipment	
Printing, Postage and Stationery	
Rent or Lease of Buildings	
Training Courses	
Travel and Accommodation	
Wages	
Total Expenditures	117,218.41
NET OPERATING INCOME	17,495.49
OTHER EXPENDITURES	
Other Expenditure	
Total Other Expenditures	445.00
NET OTHER INCOME	445.00
NET INCOME/(EXPENDITURE)	-445.00
Total	317,050.49