

Cylch Meithrin Caban Pentraeth Trustee Annual Report

The board of trustees of Cylch Meithrin Pentraeth present their annual report and audited accounts for the year ended August 31st 2025 and confirm they comply with the requirements of the Charities Act 2011.

Our Aim

Our aim is to provide quality pre-school provision for children aged 2- 4years through the medium of Welsh, in a happy, safe and secure environment, having fun, meeting new friends and learning through play. We believe every child has a voice and the right to be heard. We create an environment that promotes independence and confidence encouraging all children to develop to their full potential building their self-confidence and preparing them for future opportunities and life experiences. We aim to work closely with the local school and other settings to provide a service for local children and families to access and thrive.

Our Objectives

Our objectives reflect our settings aims and ethos. It is important to us that we maintain and enhance the success of the setting and individual objectives are set for each year that will help the setting move forward in continuously achieving and working towards the highest of standards.

Our key objectives for the past year included:

- Continue to ensure that practitioners use the Welsh language effectively and consistently to improve children's spoken Welsh (ESTYN Recommendation 2)
- Improve resources and equipment in the outdoor area to ensure children are safe and have opportunities to develop to their full potential.
- Review of our activities and achievements.

Staff have attended online training throughout the past year to enhance and develop their professional skills and extend their understanding of the Welsh government curriculum, with excellent knowledge of child development, observational techniques, activities and assessment strategies practitioners can clearly evidence the individual progress of learners and service users within the setting.

This year we have continued working in partnership with the local authority to provide numerous funding opportunities to service users in the local area. We continue to offer

Early years education places for children aged 3

The childcare offer for working parents in Wales entitling parents to 30 free hours childcare a week

These funding opportunities allow children and families with varying needs to be able to access the setting and for all children to have opportunities to feel happy, safe and secure in a fun environment where they can develop individually.

Achieving a high standard in inspection outcomes is a constant aim whilst maintaining the quality of care, education and opportunities we provide. The setting leader and other practitioners continue to review the curriculum and opportunities provided to ensure they remain appropriate for our children's individual development.

Our future plans are financed primarily from local authority funding, Flying Start programme, fee income, fundraising events and grants. The trustees ensure the finances are healthy and a balance is maintained between the continuous improvements in the setting and the reserve of finances to ensure the security of the organisation.

Finances

The financial statements show gross incoming for the year for the setting as £20,719.40

The principal source of income is local authority funding accounting through grant funding of £19,808.40 (95.6%) of the settings income. The board of trustees has deployed 100% of its income on the care, education and running of the setting.

As an educational charity, we are unable to reclaim VAT input tax on our costs as we are exempt for VAT purposes. We pay tax as an employer through national insurance contributions we make.

As shown on the accounts a surplus of £6,592.17 was made for the year ending August 2025 with a closing cash funds balance of £19,715.91. The surplus was incurred due to increased grant funding and support within the setting from external sources. The increase in receipts has enabled the setting to invest in extra resources.

The board of trustees consider that given the strength of the increasing numbers in the later part of the year and the stable cash flow from local authority funding the ongoing popularity of the setting there is a good reserve to support any future needs.

Ethos, Strategies and Policies

Our ethos: a caring setting serving our local community, we are a setting which seeks to benefit the public through the pursuit of its stated aims. Our fees are set at a level to ensure the financial viability of the setting and at a level that is consistent with our aim of providing a quality care and education experience to children and families.

Our Setting welcomes pupils from all backgrounds. We are an equal opportunity organisation and are committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability. We will make reasonable adjustments to meet the needs of staff or pupils who have additional physical needs or who are disabled.

Our setting is committed to safeguarding and promoting the welfare of our children and service users and expects all practitioners and volunteers to share this commitment.

Parents and Carers are given regular information about their children's progress through parent evenings, in addition to the end of term and year reports a weekly diary with information on activities, celebrations and interests of individuals are provided to parents with opportunities for them to contribute to. We maintain regular contact with parents throughout the year through informal contacts and through our newsletters.

Structure, Governance and Management

The charity trustees are responsible for the overall management and control of Cylch Meithrin Pentraeth and meet quarterly. All trustees give up their time freely and no remuneration or expenses were paid in the year.

The implementation of most policies and the day to day running of the setting is delegated to the leader. The Leader undertakes the key leadership role overseeing the care, education and administrative functions. The day to day administration for the setting is undertaken within the policies and procedures approved by the trustees which provide for only significant expenditure decisions and major capital projects to be referred to the trustees for prior approval. The trustees are responsible for the recruitment of all practitioners. The leader is invited to attend trustee meetings.

Risk Management - The trustees are responsible for the overseeing of the risks faced by the setting. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis. Risk is managed under the headings of financial sustainability, setting safety, child welfare/ safeguarding and employment.

The main risks that the trustees have identified and the plans to manage those risks are:

Finances. Our ability to continue is reliant on children's fees and the ability to pay bills as they fall due. This risk is managed by local advertising, having a good reputation in the local area and fundraising events held throughout the year.

General setting safety is monitored by the setting leader and risk or actions required reported to the trustees to act upon appropriately.

Child welfare / safeguarding is managed with robust safeguarding policies and procedures. All practitioners have appropriate safeguarding training along with members of the board of trustees. Safeguarding policies and procedures are covered in-depth during staff inductions and are regularly discussed in in house training and staff meetings.

Employment and the turnover of staff is managed by staff recruitment policies, staffing policies and a good relationship between trustees and the practitioners. We offer good hourly rates of pay, training opportunities for practitioners to further develop their skills and have regular meeting, supervisions and annual appraisals to monitor and encourage staff.

Through the risk management processes established for the setting, the Trustees are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cylch Meithrin Pentraeth

1209582

Receipts and payments accounts

CC16a

For the period
from

01/09/2024

To

31/08/2025

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 £
A1 Receipts					
Parent Fees	911	-	-	911	
Donations		-	-	-	
Fundraising		-	-	-	
Grant (3 year old)		-	-	-	
Grant (30 hour)	13,278	-	-	13,278	
Grant (Education)	6,530	-	-	6,530	
Grant (Resources/Training)		-	-	-	
Grant (Misc)		-	-	-	
Misc		-	-	-	
	-	-	-	-	
Sub total (Gross income for AR)	20,719	-	-	20,719	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	20,719	-	-	20,719	-
A3 Payments					
Wages	10,949	-	-	10,949	
Square Fees				-	
Bank Charges				-	
DBS	48	-	-	48	
ICO Renewal	52	-	-	52	
Expenses - Mileage		-	-	-	
Memberships	150	-	-	150	
Repairs & Maintenance	300	-	-	300	
Resources & Equipment	1,265	-	-	1,265	
Training	31	-	-	31	
Uniforms	-	-	-	-	
HMRC/PAYE/NI	936			936	
Accounting	336			336	
Misc	60			60	
Sub total	14,127	-	-	14,127	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	14,127	-	-	14,127	-
Net of receipts/(payments)	6,592	-	-	6,592	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	12,786	-	-	12,786	-
Cash funds this year end	19,378	-	-	19,378	-

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 £
B1 Cash funds	HSBC	19,453	-	-
	Petty Cash	263	-	-
		-	-	-
	Total cash funds	19,716	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		M. Jones	Mari Jones	30.6.26