



## **Old Court Community Pre-School**

Station Road, Wootton Bassett  
Wiltshire, SN4 8QY

**Tel:** 01793 849783

**Email:** oldcourt@talktalk.net



### **Chair AGM Report – Old Court Community Preschool – 19.05.2022**

Firstly, I'd like to take this opportunity to thank you all for coming. As a community run Pre School, we cannot work without you. The year from September 2021 to now has been a busy one as the pre-school, everyone, adapted the everchanging guidelines and risks due to the continued Covid-19 pandemic. The staff at the pre-school have been as hard working and dedicated as ever, adapting to the ever-changing situations of the last year.

Over the year the world started to open up again, and this allowed us to begin to return to a more normal way of running the pre-school, including the recent re introduction of parents being able to stay for settling in sessions for the teddy tots class. Visits for perspective parents have recently been reintroduced, which is fantastic news for parents and children, allowing them to make a fully informed decisions on the early years setting for their children.

Some of the changes brought in due to Covid have remained in place as they were a positive change to the pre-school. This includes the dropping off and picking up process. Both the staff and committee (and many of the parents), agree that this was a better way to start and end the day. The pre-school is a calmer environment in the mornings, as well as more secure without the gates being left open for parents. It has also been noted that the children getting ready to start school are a lot more independent than in the past, as they are allowed the time at the end of the day to do up their own coats etc without well meaning parents and carers rushing in to help!

This year has also seen the return of some fundraising events. In December we had a stall at the Christmas lights switch on event. Jasmine made cup cakes to sell, and Lucille made a guess the name of the bear board. This was a huge success and was a good start to our re introduction to fundraising. We were also able to hold the Christmas nativity which was a joy to watch and was thoroughly enjoyed by the children, staff and parents. We held a raffle and served teas and coffees, which was also a success. We look forward to holding the summer fete in a few weeks' time, which we are very much looking forward to, and are sure it will be a great success.



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We were very lucky to receive a donation from the Rotary Club of Royal Wootton Bassett in November of £400. This was very gratefully received, even more so after a year of no fundraising.

Over the last few months, Adrian and I have worked with the memorial hall trustees to agree to a 10-year lease for the pre-school instead of the current five-year leases. This will provide much more security for the setting, and was a blessing to finally get agreed.

Our wonderful staff have been keeping busy with carrying out more training and courses.

Claire Davies and Amy Morris have completed understanding and supporting children with communication and interaction difficulties. Claire Davies, Michelle and Amy have completed Pictures are powerful. Debbie and Michelle have carried out safeguarding training. Sarah has completed five to thrive training which supports children's personal, social and emotional development. Sarah and Debbie have completed meeting the needs of every child, and Amy has completed level two of behaviour that is challenging. First aid training has also been carried out. The new EYFS came into effect in September 2021, and all staff have received training on this.

Another key moment of the year was the retirement of the much-loved Sandra. Sandra took the decision to retire at the end of December 2021. She will be greatly missed, and we are all so grateful for the fantastic work that Sandra carried out over the years. As sad as it was to lose Sandra, we have moved onto the next chapter by welcoming the equally wonderful Michelle, who quickly become part of the Old Court Family.

Overall, we have had a successful year, and everyone involved in the running of Old Court has worked extremely hard and continued to shine in what have been very challenging times. Thank you all for your hard work and dedication, and I look forward to seeing what we achieve in the upcoming year.

Thank you again for taking the time to join us this evening.

Susanne Matthews  
Chairperson



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### **Treasurers Report YE Aug 2021**

#### **Income**

The income for the year ended Aug 2021 year was significantly lower than in 2020, with total turnover being £24k less than the prior year. Most affected was the Government funding for 3 and 4 year olds which ended the year £16k lower than in 2020, as well as the Government funding for 2 year olds decreasing by £2.5k. Both decreases were due to lower numbers in the setting.



#### **Expenditure**

Administrative costs decreased during the year from £155k in 2020 to £141k in 2021. Part of this is a reduction in the salary payments as many staff were paid only for contracted hours during the periods of closure, and due to the lower numbers in the setting, fewer overtime hours were available. This resulted in a reduction in costs of £7k on 2020. It is also worth noting that the setting did not make any claim for furlough support for any period of closure, as most of the fee income received is



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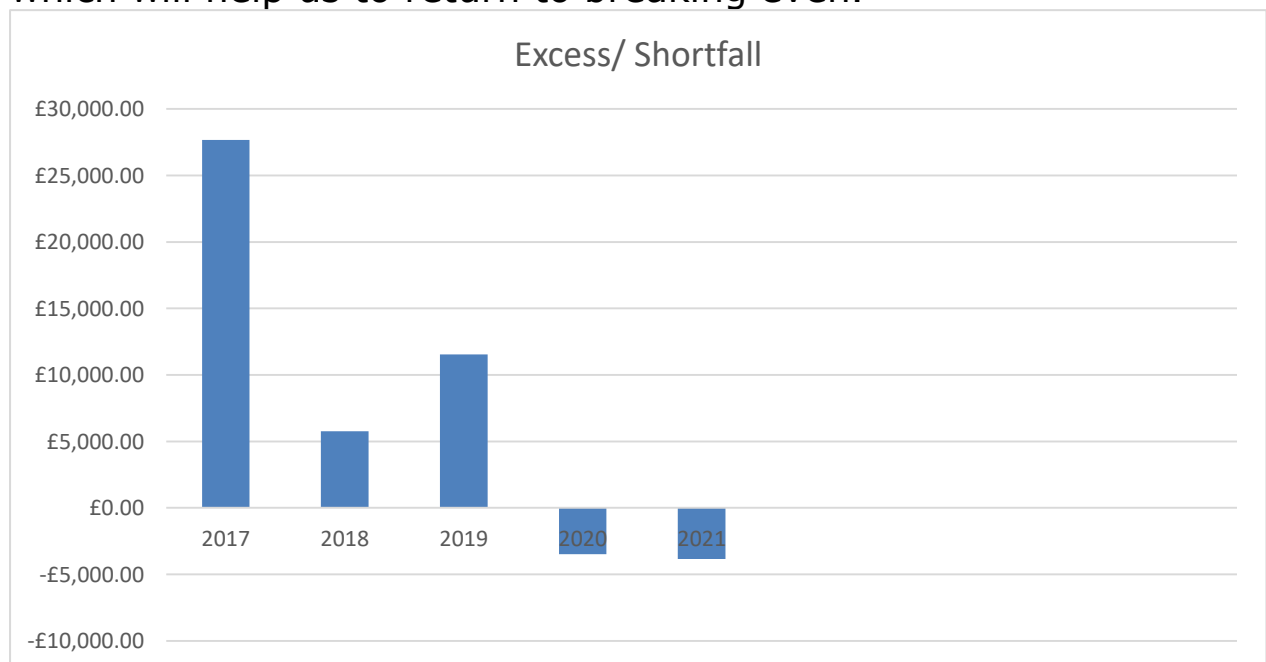
from Wiltshire council, and only a small amount is for paid hours.

Repairs costs were reduced by £6k as there was a one-off cost to repair the roof of the Rainbow room in 2020, with maintenance costs returning to normal level in 2021.

### **Overview**

2021 has been a challenging year for many settings, Old Court included, with parents initially choosing to keep children at home to avoid potential transmission of Covid 19. The reduction in numbers of children has had a major impact of the turnover received, and this in turn has led to the setting making a small loss of just under £4k for the year, following another small loss in 2020 of £3.5k.

Old Court is fortunate that in the years prior to this the reserves were able to be built up, so has been able to withstand a few years of reduced income without any need for concern. The numbers in the setting have been increasing and are expected to return to pre Covid levels in the near future, which will help us to return to breaking even.



CHARITY NUMBER : 269115

OLD COURT COMMUNITY PRE-SCHOOL

ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2021

TREVOR HUNT ACCOUNTANCY LIMITED  
48 MALMESBURY ROAD  
LEIGH  
WILTSHIRE

OLD COURT COMMUNITY PRE-SCHOOL

ACCOUNTANT'S REPORT

I have prepared , without audit , the attached accounts , and confirm these are in accordance with the books , records , information and explanations provided to me .

A handwritten signature in blue ink, appearing to read 'Trevor Hunt', is written over a horizontal line.

Trevor Hunt - Financial Accountant  
On behalf of Trevor Hunt Accountancy Limited  
48 Malmesbury Road  
Leigh  
Cricklade  
Wiltshire  
SN6 6RG

Date : 4/10/2021

## OLD COURT COMMUNITY PRE-SCHOOL

### INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST AUGUST 2021

	2021 £	2020 £
<b>INCOME</b>		
FUNDING	129945	154,328
FEES	10955	9,857
FUND RAISING INCOME	1200	918
OTHER INCOME INCLUDING INTEREST RECEIVED	8	91
	<hr/>	<hr/>
	142108	165,194
<b>EXPENDITURE</b>		
SALARIES	126750	135,909
RENT AND RATES	3630	3,988
UTILITY COSTS	3792	1,341
INSURANCES AND SERVICE CONTRACTS	2768	2,859
TELEPHONE AND INTERNET	397	401
POSTAGE , PRINTING AND STATIONERY	517	1,329
ENTERTAINING COSTS	-	474
SNACKS AND KITCHEN COSTS	80	690
NURSERY IMPROVEMENT COSTS	3041	9,867
REPAIRS AND MAINTENANCE	1107	7,266
UNIFORMS AND CLOTHING	-	763
NURSERY EQUIPMENT	939	987
NURSERY CONSUMABLES AND SUNDRY COSTS	1758	1,792
ACCOUNTANCY	624	624
FUND RAISING COSTS	1136	705
TAPESTRY	214	210
	<hr/>	<hr/>
	146753	169,205
<b>DEFICIT OF INCOME OVER EXPENDITURE</b>	<hr/>	<hr/>
	(4645)	(4,011)

# OLD COURT COMMUNITY PRE-SCHOOL

## BALANCE SHEET AS AT 31ST AUGUST 2021

	2021 £	2020 £
<b>BANK AND CASH BALANCES :</b>		
CAF CASH ACCOUNT	58542	62,743
CAF GOLD ACCOUNT	80691	80.652
CASH IN HAND	54	3
	<hr/> 139287	<hr/> 143,398
<b>ACCOUNTS RECEIVABLE</b>	-	59
	<hr/> 139287	<hr/> 143,457
<b>AMOUNTS OWED :</b>		
CREDITORS AND ACCRUALS	1140	665
<b>NET ASSETS AS AT 31ST AUGUST 2021</b>	<hr/> 138147	<hr/> 142,792
	<hr/>	<hr/>
<b>FUNDS</b>		
BALANCE AS AT 1ST SEPTEMBER 2020	142792	146,803
DEFICIT OF INCOME OVER EXPENDITURE	(4645)	(4,011)
<b>BALANCE AS AT 31ST AUGUST 2021</b>	<hr/> 138147	<hr/> 142,792
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