



131 Hailey Road, Witney, Oxon, OX28 1HL
01993 705509

broadhillpreschool@btconnect.com
www.broadhillpreschool.co.uk

Trustees Annual Report 01/08/2020 to 31/07/2021

1. Reference and Administration Details

Charity Trustees:-

Adrienne Perry (Chairperson)
Christopher Wherritt (Treasurer)
Lisa Gore (Secretary)
Jane Davies
Nicky Best

Property Trustees:-

Mr. John Shepperd
Mrs. Serena Martin
Mrs. Brenda Churchill

Names and Addresses of Advisors:-

Mrs Claire Jones – Knights 1759
Midland House
West Way
Botley
Oxford
OX2 0PH

Tel: 01865 811700

Mrs Margaret Thompson - Witney Book-Keepers Ltd
19 Viner Close, Witney,
Oxfordshire
OX28 1EP

Tel: 01993 702298

Registered Charity 271750



Ofsted Registration 134458



2. Structure, governance and management

Governing document:-

Pre-school Learning Alliance Constitution 2008

Trustee selection methods:-

Election at AGM and appointed by existing trustees

Additional Governance issues:-

Broadhill Pre-school is a member of the Early Years Alliance (EYA).
The policies adopted by the trustees follow the guidelines set by the Early Years Alliance.
All trustees are encouraged to attend training run by the EYA and Oxfordshire County Council.

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

To provide pre-school education for two to four year olds in-line with the Early Years Foundation Stage (EYFS)

Summary of the main activities in relation to these objects:-

Working in accordance with OFSTED regulations and in-line with the current Early Years Foundation Stage.
At Broadhill we aim to encourage children to learn, play and develop in a safe, happy and stimulating environment.
We build on the child's learning and development through child-initiated play, we provide an enriched environment that is age appropriate, supportive resources that enables us to capture the children's natural curiosity. We believe with the correct environment the children will learn, develop, flourish and make continuous progress. We employ experienced and well-trained staff to provide spontaneous learning opportunities for the children. The staff are present to prompt, suggest, model, praise and support the children throughout their sessions with us. We provide a support network for our children and their families, helping them with applications for schooling and funding etc.

Summary of the main achievements of the charity during the year:-

Broadhill Pre-School continues to welcome all children and their parents, irrelevant of their needs and disabilities. With our very experienced team we continue to offer opportunities for all throughout their preschool years at Broadhill Preschool in reaching their full potential.

We have experienced a drop in places taken due to Covid-19 but we were able to commence visits for potential parents again within session, whilst visits continue to run since the beginning of the year out of session it is nice once again for potential families to see how happy our children are in play here.

Fundraising has taken a hit once again due to Covid-19, we have been unable to hold cake, adopt a teddy sales or fetes. We have however continued to accept Bag2School donations and have also encouraged our children to take part in the Holiday Sponsored Helping Hands Fundraisers.

We are also looking forward to our forthcoming trip in December for Christmas at Roves Farm, once again giving opportunities to children who would not always get these experiences.

All parents are provided with their welcome packs and lots of informative documents regarding Broadhill Pre-School and the service we provide.

Broadhill Pre-school continues to offer staff full training, compulsory and other training that benefits both themselves and the setting as a whole.

Policy on Reserves:-

In accordance with guidelines from the PSLA, Reserves of £30,000 are held in a savings account.

This would cover redundancy payments in the event of unexpected staffing cuts.

Declaration

The trustees declare that they have approved the trustees report.

Full name: Adrienne Perry

Signed: *Adrienne Perry*

BROADHILL PRE-SCHOOL

ACCOUNTS

FOR THE YEAR ENDED

31st JULY 2021

BROADHILL PRE-SCHOOL

ACCOUNTS

FOR THE YEAR ENDED

31st JULY 2021

ACCOUNTANT'S STATEMENT

I hereby confirm that the accounts attached show a true and accurate record of the finances of Broadhill Pre-School for the year ended 31st July 2021 in accordance with the books and expenditure provided to me.

ACCOUNTANT .Margaret Thompson.....
WITNEY BOOK KEEPERS LTD

DATE21/09/21.....

BROADHILL PRE-SCHOOL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st JULY 2021

INCOME	2021	2020
Fees:-		
Parents	21847.48	
Funded	82978.97	119154.10
General fund raising	1258.01	534.48
Less Expenses	<u>-437.47</u>	<u>-2663.13</u>
Staff funding		
Milk Refund		
Bank Interest	304.69	221.21
Sundry Income		532.34
Other	1030.29	201.67
Bad debts		
Covid WODC Grant		10000
TOTAL INCOME	<u>106981.97</u>	<u>127779.00</u>
EXPENDITURE		
Salaries	81842.31	80147.62
Pension	4231.94	3366.69
Refreshments	7.68	77.08
Telephone	588.35	832.91
Electricity	1686.37	1408.93
Council Tax	112.06	331.26
Water Rates	298.90	222.20
Sundries	4047.93	1050.07
Insurance	1229.29	1183.95
Building Maint. and rent	3672.83	1191.67
Toys & Equipment	5566.18	3906.92
Cleaning	1919.98	1127.48
Stationery/copier	1328.89	1675.64
Bank charges	173.21	316.47
Inland Revenue	8119.51	9127.77
Payroll Costs	706.17	754.00
Refunds/Training	115.00	2904.37
Accounting adjustment		0.91
Accountancy	<u>120.00</u>	<u>120.00</u>
TOTAL EXPENDITURE	<u>115766.60</u>	<u>109745.94</u>
NET (DEFICIT)/SURPLUS OF INCOME OVER EXPENDITURE	<u>-8784.63</u>	<u>18033.06</u>

BROADHILL PRE-SCHOOL

BALANCE SHEET

As at 31st July 2021

	2021	2020
BANK AND CASH		
BALANCE BROUGHT FORWARD		
Current Account	54746.83	54343.03
Savings Account	30000.00	10000.00
Fundraising Account	314.26	2442.91
Cash In Hand	7.68	5.34
Cheques not presented	-1290.82	-1166.39
(Deficit)/Surplus of Income	-8784.63	18033.06
Over Expenditure		
Accountants adjustment		
Closing Balance	74993.32	83657.95
BANK AND CASH		
BALANCES CARRIED FORWARD		
Current Account	43978.52	54746.83
Savings Account	30000.00	30000.00
Fundraising Account	1134.80	314.26
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