



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

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

Trustees Annual Report 01/08/2022 to 31/07/2023

1. Reference and Administration Details

Charity Trustees:-

Joanna Madden (Chairperson)
Christopher Wherritt (Treasurer)
Rebecca Fleetwood (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.

Registered children has increased and we are looking at a very positive September having been full for the remainder of this academic year.

Fundraising has increased also this year, holding cake sales, Bags2School donations and a Christmas Shopping Voucher draw. We also signed up to the School Lottery and this now generates a monthly income and is proving to be popular with both existing and previous relatives.

We once again are looking forward to our Christmas trip to Roves Farm, this continues to give opportunities to children who would not always get these experiences. Our Summer trip to Cotswold Wildlife Park was again very popular with a lot of parents joining us on the trip.

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

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: Joanne Madden

Signed: *Joanne Madden*

BROADHILL PRE-SCHOOL

ACCOUNTS

FOR THE YEAR ENDED

31st JULY 2023

BROADHILL PRE-SCHOOL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st JULY 2023

INCOME	2023	2022
Fees:-		
Parents	48741.79	28397.00
Funded	89669.24	89647.08
General fund raising	2540.19	1446.42
Less Expenses	<u>-1771.17</u>	<u>-1754.89</u>
Staff funding		
Food Vouchers	1005.00	1875.00
Bank Interest	302.17	303.24
Sundry Income		
Other	1668.62	1728.78
Bad debts		
Covid WODC Grant		
TOTAL INCOME	<u>142155.84</u>	<u>121642.63</u>
EXPENDITURE		
Salaries	86812.26	82865.06
Pension	4615.53	4768.57
Food Vouchers	1515.00	1695.00
Telephone	505.60	452.76
Electricity	2607.90	1569.36
Council Tax	445.05	308.98
Water Rates	423.16	432.93
Sundries	3225.98	4788.83
Insurance	1450.13	1438.23
Building Maint. and rent	1420.34	9800.94
Toys & Equipment	1331.91	2691.02
Cleaning	1992.70	1443.92
Stationery/copier	1185.92	1410.12
Bank charges	122.89	155.43
Inland Revenue	8351.78	10202.15
Payroll Costs	1603.81	714.00
Refunds/Training	94.00	1508.79
Staff Vouchers	700.00	700.00
Accounting adjustment		
Accountancy	<u>120.00</u>	<u>120.00</u>
TOTAL EXPENDITURE	<u>118523.96</u>	<u>127066.09</u>
NET (DEFICIT)/SURPLUS OF INCOME OVER EXPENDITURE	<u>23631.88</u>	<u>-5423.46</u>

BROADHILL PRE-SCHOOL

BALANCE SHEET

As at 31st July 2023

	2023	2022
BANK AND CASH BALANCE BROUGHT FORWARD		
Current Account	38983.53	43978.52
Savings Account	30000.00	30000.00
Fundraising Account	826.33	1134.80
Cash In Hand		
Cheques not presented		
(Deficit)/Surplus of Income	23631.88	-5423.46
Over Expenditure		
Accountants adjustment		
Closing Balance	93441.74	69689.86
BANK AND CASH BALANCES CARRIED FORWARD		
Current Account	61660.39	38983.53
Savings Account	30000.00	30000.00
Fundraising Account	1781.35	826.33
Cash in hand		
Cheques not yet presented		
Accruals	-120.00	-120.00
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BROADHILL PRE-SCHOOL

ACCOUNTS

FOR THE YEAR ENDED

31st JULY 2023

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 2023 in accordance with the books and expenditure provided to me.

ACCOUNTANT

Margaret Thompson

WITNEY BOOK KEEPERS LTD



DATE

.....19/10/2023.....

BROADHILL PRE-SCHOOL

ACCOUNTS

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