

## **Annual Committee Report** **AGM 2<sup>nd</sup> November 2022**

Welcome to this years AGM and thank you for attending. Once again I'd like to thank the Committee and Staff for all their hard work over the past year, which has been another challenging year, still dealing with the impact of covid.

We started off in September 2021 with lower than usual numbers of children due to the impact of the pandemic, with some families hesitant to send their children to pre-school because of the risks of covid infections on their wider family, and more parents working from home and therefore needing reduced childcare. The whole early years sector has been affected by this.

Our new children quickly settled into the pre-school routine, despite, many of them finding themselves in a very new situation mixing with other children. Our covid generation have been severely impacted by social limitations, particularly affecting their social skills and speech and language. However, we have had numerous positive reports from families on the difference pre-school has made to their children.

As Christmas approached and the children and staff started practising the songs for the Nativity, the Committee were busy behind the scenes organising the raffle prizes, tombola gifts and refreshments for the day, along with Santa letters, they raised an outstanding £1148.00, doubling the previous years total. The children in the Nativity were amazing as usual and made us very proud.

We were relieved to make it through the Winter season without too many covid related issues, and we welcomed the lifting of restrictions enabling us to return to all of our pre-covid activities including the return of our giant sandpit in the garden. Our numbers of children on roll were also much healthier by this point as life returned to some sort of normality. We were very fortunate to receive a grant of £2261.98 from the government Covid Outbreak Management Fund which we used to purchase new resources and equipment to create zoned 'communication friendly' spaces within the garden to promote social skills along with speech and language.

We were very sad to say goodbye to Gail Chatfield at the end of term 4, Gail was relocating back to her hometown of Mansfield which was slightly too far to commute! Our existing staff were happy to increase their hours and therefore we didn't need to employ a new member of staff at this stage.

As we moved into May all of the staff completed their refresher paediatric first aid training with Bluelight First Aid. We also had the dreaded phone call from Ofsted informing us of our inspection however we had nothing to

worry about and were delighted with the positive feedback from our Inspector who indicated that we were not too many steps from achieving outstanding. She was particularly complementary in her verbal feedback on our strong focus on maths and literacy, and the strength of our staff team working as a well-oiled machine. KCC are concerned about the general downwards trend in Kent, with a number of settings dropping grades from previous inspections due to ongoing issues caused by the pandemic so we are very happy not to be included in that statistic. Our next inspection will be due in 6 years.

At the end of Term 5 we invited all of our families to a teddy bears picnic to celebrate the Queen's Platinum Jubilee. We had a fantastic turnout and the sun shone brightly for this event which was enjoyed by all.

The summer term was busy as usual and we were pleased that, this year, we could see our children off to primary school in the usual way with a party at Larkabouts, during which there was lots of fun but also lots of tears saying goodbye.

During the summer holiday Rollalong completed building works, replacing the rear wall of the building with weather cladding which should last for 25 years. This was an expensive project totalling £13,624.80 but necessary for the long term future of the building.

We have returned for the new school year busier than ever with very few sessions available for children. We look forward to working with our new committee for the benefit of all our children.

### **Katherine Wheel Pre-school Trustees Report October 2022**

The building was inspected on 18th October 2022. Interior The interior of the building is in good condition, looking attractive and welcoming. The following items were noted:-

1. Condensation on the windows appears to be an issue. The adjacent wall areas should be monitored for any adverse effects..

Exterior The exterior of the building is in an excellent condition following replacement of the east wall. On inspecting the exterior the following items are noted as needing work to be carried out in the near future to prevent deterioration:-

2. The undergrowth in the 'wild area' on the south side adjoining the pre-school should be cut back leaving a clear area beside the gate to allow for easy egress in the event of emergency evacuation. The area alongside the perimeter fence should also be kept clear to discourage foxes and enable access for repairs to be carried out as necessary. This will need on-going monitoring to ensure the area is kept clear preferably for 1½ to 2 metres alongside the fence.

3. The bottom edge of fence panels on the south side of the garden are deteriorating. Plans to replace them are in hand.

4. The gardener has been doing a first rate job in maintaining the grounds the building sits in and on. The ivy, trees and shrubs growing under the building should continue to be removed and a strong weed/tree root killer applied to prevent further growth as and when necessary. The area along the access path should also continue to be cut back as necessary to provide a clear passage to and from the building for parents and children.

We would remind the committee that any major expenditure on the building should be discussed with the trustees prior to agreeing a contract i.e. any works likely to cost more than £1000 should have our approval. Overall the building and surrounding area is in excellent condition thanks to the continuous monitoring and work carried out to maintain it by the committee, staff and parents. Our thanks to all who contribute their time and skills in ensuring the building is here for children to continue to benefit from in future and enable the staff to continue to provide their excellent high level of provision.

Building Trustees: - Sue Brooks Phillip Wright

**KATHERINE WHEEL PRE-SCHOOL**

**(Charity Commission No. 299941)**

**REPORT OF THE INDEPENDENT EXAMINER**

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**In my opinion the Accounts set out on the following pages give, as far as it concerns the members of the Katherine Wheel Pre-School, a true and fair view of the State of Affairs as at 31st August 2022, and the excess of Expenditure over Income for the 52 weeks ended on that date.**

**Sheila Miles,  
Independent Examiner,  
17 Orchard Way,  
Snodland,  
Kent ME6 5EW.**

**22<sup>nd</sup> February 2023**

**KATHERINE WHEEL PRE-SCHOOL**

**NOTES TO THE ACCOUNTS**

**1) FIXED ASSETS £12,623**

Asset	Date Installed	Cost - £	Depreciation to Date - £	Net Value - £
Cladding	August 2017	11366	7366	4000
Canopy	April 2018	7980	4087	3893
Carpets	May 2018	3300	3000	300
Cladding	August 2022	13625	2271	11354
<b>TOTAL</b>		<b>36271</b>	<b>16724</b>	<b>19547</b>

**2) DEBTORS £2,598**

**Prepayments £1,098: (Insurance £1,140 & Rent & Rates £458).**

**EON £1,000: (Estimate of Balance Owed since Switch to Octopus).**

**3) STOCK £1,000**

**Financial Administrator's valuation.**

**4) CREDITORS £16,092**

**Including: Rollalong (Rear Cladding) £13,625; HMRC (re. PAYE & National Insurance) £1,178; T&MBC Rates £220; & BT £153.**

**KATHERINE WHEEL PRE-SCHOOL**

**INCOME & EXPENDITURE ACCOUNT FOR THE 52 WEEKS ENDED  
31ST AUGUST 2022**

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<b><u>INCOME</u></b>	<b>£</b>
Parent Fees	17557
KCC Funding	68416
Coronavirus Discretionary Grant (via Borough Council)	-
Milk Refund	-
Interest	42
Donations	500
Parties, Outings, etc., (Net Income)	1248

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87763  
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**EXPENDITURE**

Wages	76253
Milk, Food, etc.	440
Electricity	1819
Books & Equipment	2999
Rent & Rates	3348
Depreciation	4486
Uniforms & Clothing	7
Telephone, Postage, Computers & Stationery	1000
Insurance	1475
Courses	439
Repairs, Renewals & Cleaning Materials	4280
Governance	187
Education Support	207
Other	19

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96959  
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<b>Excess of Expenditure over Income</b>	<b>(9196)</b>
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**KATHERINE WHEEL PRE-SCHOOL**

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**STATEMENT OF AFFAIRS AS AT 31st AUGUST 2022**

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**ACCUMULATED FUND**

**£**

**Brought forward from Previous Year**

**118943**

**Excess of Expenditure over Income 2021/22**

**(9196)**

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**109747**

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**FINANCED BY:**

**£**

**FIXED ASSETS (Note 1)**

**19547**

**CURRENT ASSETS**

**Debtors (Note 2)**

**2598**

**Stock (Note 3)**

**1000**

**Cash - on Deposit**

**-**

**at Bank – Buildings Account**

**90300**

**at Bank – Current Account**

**12394**

**in Hand**

**-**

**Less Creditors (Note 4)**

**(16092)**

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**109747**

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**(Charity Commission No. 299941)**

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**Sheila Miles,  
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**22<sup>nd</sup> February 2023**



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**KATHERINE WHEEL PRE-SCHOOL**

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**KATHERINE WHEEL PRE-SCHOOL**

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