



Woodlands Under 5's Pre-School

Vinters Park Community Centre
Aldon Close, Vinters Park, Maidstone, Kent, ME14 5QF
Telephone: 01622 671131
e-mail: woodlandsunder5@hotmail.co.uk
Registered Charity No: 801864

Trustees' Annual Report For year 01/01/2022 to 31/12/2022

Section A

Reference and Administration Details

Charity Name: Woodlands Under 5's Pre-School
Charity No: 801864

Charity's Principal Address: Vinters Park Community Centre, Aldon Close,
Vinters Park, Maidstone, Kent, ME14 5QF

Name of Trustees

Mrs J Newland (Chairperson – resigned 11/05/23)
Mrs J Ball (Chairperson from 11/05/23)
Mrs R Downs, Secretary
Mrs K Macey (Treasurer – resigned 11/05/23)
Miss A Carter (Treasurer from 11/05/23)
Miss F Perkins, Committee Member
Miss A Burns, Committee Member (elected 30/3/22)
Mrs V Vidler, Committee Member (elected 11/05/23)
Mrs A Smith, Committee Member (resigned 11/05/23)

All trustees are active as detailed above at the time of submission of this report.

Professional Advisors

Pre-School Learning Alliance
Ofsted
KCC

Section B

Governing document

The Pre-School continues to adopt the Pre-School Learning Alliance 'Model Pre-School Constitution 2011'.

Trustee Selection Method

Trustees are elected on to the committee at the Annual General Meeting, and are parents of children who attend or have attended the Pre-School.

Section C

Objectives of the Charity

To continue to provide children from the age of 2 to school age with an early years education, regardless of race, culture, religion, means or ability.

Section D

Activities and Achievements

Funding and Sessions

In September 2022, the Pre-School made some changes to session times in recognition of the changing needs of parents. Flexible start and finish times have been well received by parents.

There was a £0.17/hr increase in the hourly funding rate received from Kent County Council for the year April 2022 to March 2023 with the rate now £4.31/hr.

There will be an increase in the hourly rate from April 2023 to March 2024 of £0.24/hr making the hourly rate from April 2023 £4.55/hr.

There is some scope for optimism with regards to funding with the promise of additional funding in September 2023 although, at the time of writing, details have yet to be made available.

Finance

The Pre-School returned a profit of £11,722 for the year ending 31.12.22. Approximately £3,200 of this amount is from an advance payment from HMRC to meet SMP liability for January to June 2023.

Uptake of sessions in September 2022 was good and the Pre-School is currently operating at full session capacity.

The significant increase in minimum wage rates remains the biggest challenge to the Pre-School finances.

Hall hire costs increased by 5.5% in April 2022. The Pre-School has not been informed of any increases to date for 2023.

Looking ahead, intake numbers for September 2023 are looking very positive and the Pre-School is predicted to break even.

Fundraising

The Pre-School resumed some of its fundraising activities in 2022, in particular the Easter and Christmas events. The Pre-School has been mindful of making too many monetary demands from parents during the current financial climate.

Collaboration

The Pre-School remains part of a collaboration with 6 other Pre-Schools in the area with the Pre-School Manager attending regular meetings to share ideas, good practice and training. The collaboration receives an annual fund from KCC which is used to cover training costs and resource boxes which are rotated between the collaboration settings.

Staff and Training

The Pre-School continues to ensure that all mandatory training is completed. In addition, staff regularly attend training to keep up to date in all areas of their work including the Early Years Foundation Stage (EYFS), Safeguarding and Special Educational Needs.

Two apprentices employed by the Pre-School completed their Level 2 Early Years Practitioner apprenticeships in January 2023 and both achieved Distinction grades. The Pre-School received £7,000 towards the cost of the apprenticeships (£6,000 from the Government's apprenticeship grant scheme and £1,000 from Kent County Council).

Section E

Policies

Pre-School policies have been reviewed and amended as necessary.

The Pre-School continues to reserve money in the event the Pre-School ceases to operate for statutory redundancy pay. The redundancy provision as at 31.12.22 is £21,648. An amount of £2,100 has been transferred into the Redundancy/Reserves account in February 2023 to ensure there are enough funds to meet this requirement.


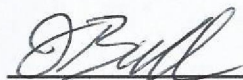
Any balance in the restricted funds account is held as reserves as advised by the Pre-School Learning Alliance to act as 'emergency funds' should the Pre-School fall into financial hardship.

Section G

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full Name(s)
Position

Jessica Ball
Chairperson

Rachael Downs
Secretary

Date

24/07/23

24/7/23.

(original signed copy retained by trustees)

Woodlands Under 5's Pre-School
Financial Year Ended 31/12/2022

RECEIPTS & PAYMENTS ACCOUNTS

Section A - Unrestricted Funds

Note: Breakdown using our own analysis

	<u>Last Year</u> to nearest £	<u>This Year</u> to nearest £
Receipts		
Fees Received for current year	54,985	70,587
Fees Received in advance	4,668	9,150
Fundraising (net of expenses)	304	454
Grants	1,861	7,000
Total Receipts	61,818	87,191
Payments		
Wages & Salaries	57,633	60,920
Employer's pension costs	486	485
Hall Hire & Storage	7,798	7,422
Toys & Activities supplies	1,347	1,160
Consumables	105	779
Protective clothing & cleaning	619	523
PP&S & Telephone	900	915
Insurance	1,087	1,112
Accountancy	300	360
Sundry Expenses	536	857
Bank charges	-	182
Repairs & Maintenance	779	764
Equipment for Staff	31	24
Total Payments	71,621	75,503
Net of Receipts/(Payments)	-9,803	11,688
Cash Funds Last Year End	24,880	15,077
Cash Funds This Year End	15,077	26,765

Woodlands Under 5's Pre-School
Financial Year Ended 31/12/2022

Section B - Restricted Income Funds

Note: Breakdown using our own analysis

	<u>Last Year</u> <u>to nearest £</u>	<u>This Year</u> <u>to nearest £</u>
Receipts		
Interest	2	34
Transfer from Unrestricted Funds	-	-
Total Receipts	2	34
Net of Receipts/(Payments)	2	34
Cash Funds Last Year End	19,909	19,911
Cash Funds This Year End	19,911	19,945

The Charity has no endowment funds.

Woodlands Under 5's Pre-School
Financial Year Ended 31/12/2022

Section B Statement of Assets and Liabilities at the end of the period

		<u>Unrestricted Funds</u> to nearest £	<u>Restricted Funds</u> to nearest £
B1 Cash Funds	Bank - Current Account	26,765	-
	Bank - Savings Account	-	19,945
	Total Cash Funds	26,765	19,945

		<u>Unrestricted Funds</u> to nearest £	<u>Restricted Funds</u> to nearest £
B2 Other Monetary Assets	Stock of fundraising items	268	-

	Fund to which asset belongs
B4 Assets retained for the charity's own use	Toys and equipment
	Unrestricted funds

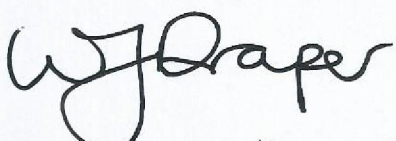
	Fund to which liability relates	Amount Due (optional)
B5 Liabilities	Suppliers to be paid	-
	Fees received for next term	9,150

Signed by one or two Trustees:

Name:	Jessica Ball	Rachael Downs
Position:	Chairperson	Secretary
Date:	24/07/23	24/7/23

Woodlands Under 5's Pre-School
Financial Year Ended 31/12/2022

Independent Examiners Report on the Accounts

Signed: 

Date: 26/07/2023

Name: WENDY DRAPER.

Relevant professional qualification of body (if any):

FCA (ICAEW).

Address:

JAD ASSOCIATES LTD
4 BLOORS LANE, RAINHAM
GILLINGHAM, KENT. ME8 7EG

(Only complete if the examiner needs to highlight material problems)
Give here brief details of any items that the examiner wishes to disclose