

## Hollytree Pre-School AGM 2020-2021

### Chairs Report

We had an Ofsted interim visit in October 2020 which went well and then our inspection in May 2021 where we received a 'Good' outcome, which was a real relief and much deserved after all the trouble the last inspection caused. Thanks to Jo and Sue, complaining and standing there ground, Well done both we know this was a really tough time.

This year, we haven't had an awful lot happen due to Covid-19 restrictions putting a stop to most activities and outings that we would usually do. We managed to arrange an Elf trail that could be done outside around the village socially distanced, which helped us raise some valuable funds.

Again due to covid-19, unfortunately we were unable to have our normal visits to the school, to help the older ones transition, but Mrs Thompson (Teacher at North Baddesley infants, in Year R) came and read the children a story to help their transition.

We were able to hold our annual Leavers Tea Party for the children going up to school, this is always such a lovely and special event, It's always sad to see them go, but also happy they are growing and have had a really good foundation from the staff at Hollytree, the staff do a great job in growing, nurturing, and building the children's skills and confidence ready for school.

Hannah Edger joined us in spring 2021, and is completing her Level 3 qualification and this is ongoing. (Welcome Hannah)

We have kept staffing levels low again to maintain finances, which has worked well.

We found out in September 2021, via a phone call from the Head (Mrs Lashmar) at North Baddesley infants school that the school were going to open a nursery in the new building, during previous discussions with the school with Jo and Sue this was something they said they wouldn't do, so this news came as a real shock.

It's been a challenging year! But as always Jo, Sue, Stacey and now Hannah make Hollytree a place that really is so lovely and nurturing for all the children that come through, a safe space to learn and play and guided gently towards there next adventure of school.

A Massive well done and Thank you to all the staff, you really do do an amazing job!

Thank you

Lynn

## **Supervisors Report 2020-2021**

It was another disruptive year due to Covid but the children coped well, enjoyed being back at Pre-school and made good progress. We had to continue to make adjustments to the way we do things but some of these have turned out to be positive and things we may keep.

- Sending photos of the room before the start of term in September helped children to settle.
- The children coming in on their own in the mornings made the start of the day much calmer.
- The children really enjoyed the Nativity and Sports morning without parents attending and we found they were all keen to participate. The DVD of the Nativity was a lovely memory to keep. We are considering doing this again in the future.

### **OFSTED**

Ofsted phoned for an discussion about the actions taken. An OFSTED inspector then visited for an interim visit in the Autumn term. OFSTED finally came in the summer term and awarded a 'good' grading. Thankfully all our families were supportive and we did not have any children leave.

### **Children attending**

Numbers have been steady throughout the year, following lockdown many parents increased the sessions their child attends.

### **Staffing**

Sadly, Emily made the decision to go into Nursing and she left at the end of the Autumn term. We managed with 3 staff for a while but as numbers increased we needed a new member of staff.

We employed Romy who had experience in a school working in Year R. This unfortunately didn't work out, working in a Pre-school proved to be quite different and Romy made the decision to leave due to personal reasons.

Hannah Edger had volunteered on a regular basis prior to Covid and she joined Hollytree in the Summer term and began her level 3 qualification in May.

### **Events/Outings**

We were not able to do our usual visits to the Infant school and library but hope to resume these as soon as we can.

We also were unable to have a summer trip but hope to be able to next year as this is a lovely event.

Village Day was cancelled this year.

### **Links with NBIS**

Transition meeting for children going to school was held virtually to discuss the children. TPA's for children who needed them also took place virtually.

## **Current Updates**

- The nursery at NBIS opened and is in direct competition with us. We are yet to see exactly what impact this will have on us.
- Numbers are currently steady but low for the next academic year. The majority of children leave to go to school so we need new children to start in September.
- Advertising and fundraising are key to ensuring sustainability.
- Looking into available grants will also help.
- Village day needs organised and volunteers!
- We have contacted the school to ask if we can resume weekly visits on a Friday afternoon and we are waiting to hear back from them.
- Marwell trip planned for end of Summer term.

## Hollytree Community Preschool

### Accounts Overview 20-21

The Supervisors have once again managed to weather the lockdowns, the challenges of social distancing and safety measures whilst running the preschool and have emerged with an even stronger financial position than the previous year. They have continued to maintain tight spending whilst still providing excellent provision of educational facilities for the children.

Minimal staffing levels were maintained whilst not compromising on delivery of educational opportunities. Thankfully, the funding levels were maintained so no furlough claims were required. Most parents and guardians were co-operative in paying fees promptly by bank transfer which helped cashflow immensely.

The preschool was able to claim funding for, and support, low-income families through lunch vouchers from December 2020 and this continues. A small amount of fund raising took place through a raffle at Christmas and there was a welcome grant received from Waitrose.

The preschool is in a good financial position and I have no doubt the Supervisors will continue to maintain financial responsibility throughout the coming year and beyond.

# Income and Expenditure

## Hollytree Community Preschool For the year ended 31 July 2021

2021

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### Turnover

Fees	6,015.75
Fund Raising	83.77
Funding	62,885.85
Grant - Restricted Income	96.00
Interest Income	51.33
Other Revenue	100.00
Uniform and Bags	45.00
<b>Total Turnover</b>	<b>69,277.70</b>

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### Cost of Sales

Direct Wages	51,765.99
Resources	710.04
<b>Total Cost of Sales</b>	<b>52,476.03</b>

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### Gross Profit

**16,801.67**

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### Administrative Costs

Audit & Accountancy fees	655.25
DBS	103.64
Equipment	764.03
Insurance	923.02
Pensions Costs	1,327.61
Postage, Freight & Courier	17.99
Presents and Gifts	307.59
Printing & Stationery	147.29
Rent	5,502.00
Repairs & Maintenance	277.72
Staff Training	150.00
Subscriptions	203.00
Subsistence/Consumables	214.22
Telephone & Internet	168.00
Uniforms and Bags	366.15
<b>Total Administrative Costs</b>	<b>11,127.51</b>

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### Operating Profit

**5,674.16**

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### Profit on Ordinary Activities Before Taxation

**5,674.16**

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### Profit after Taxation

**5,674.16**

# Balance Sheet

## Hollytree Community Preschool As at 31 July 2021

31 JUL 2021

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### Current Assets

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#### Cash at bank and in hand

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30 Day Notice - Deposit	11,100.83
Hollytree Community Preschool	11,075.72
Hollytree Preschool Cash	20.35
<b>Total Cash at bank and in hand</b>	<b>22,196.90</b>

**Total Current Assets** 22,196.90

### Creditors: amounts falling due within one year

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Accruals	75.00
Unpaid Expense Claims	(75.00)
<b>Total Creditors: amounts falling due within one year</b>	<b>-</b>

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**Net Current Assets (Liabilities)** 22,196.90

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**Total Assets less Current Liabilities** 22,196.90

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**Net Assets** 22,196.90

### Capital and Reserves

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Current Year Earnings	5,674.16
Retained Earnings	16,522.74
<b>Total Capital and Reserves</b>	<b>22,196.90</b>

Hollytree Community Preschool, North Baddesley (registered number: 1002072)

**Independent Examiner's Report to the Trustees  
For the year ended 31 July 2021**

**Report of the Independent Examiner to the Trustees on the accounts of the Charity**

**Respective responsibilities of Trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('The Act'). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Public Finance and Accountancy (CIPFA)

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with all applicable Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement:**

In connection with my examination, no material matters have come to my which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Andrew J Clarke cpfa  
5 Kiln Way, Verwood, Dorset BH31 6GE  
[andrewc@kimballsmith.co.uk](mailto:andrewc@kimballsmith.co.uk)

The date upon which my opinion is expressed is 19 August 2021.

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Accounts for Hollytree Community Pre-school

Year ended: 31/07/21

Charity Number: 1002072

Signed on behalf of the management committee

..... *F. Gae* ..... Date *29/4/2022*

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