



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month May	Year 2022		Day 30	Month April	Year 2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

122a Ladbroke Road	
Redhill	
Surrey	
Postcode	RH1 1LF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sally Benton-Cummins	Chair	To 20 February 2023	Committee
2	Steve Benton-Cummins	Co-Chair	To 20 February 2023	Committee
3	Alastair Barlow	Treasurer	To 20 February 2023	Committee
4	Jenny Hobbs	Chair	From 20 February 2023	Committee
5	Daisy Morris	Vice-Chair	From 20 February 2023	Committee
6	Deborah Watson	Secretary	From 21 September 2021	Committee
8	Timothee McLean	Treasurer	From 20 February 2023	Committee

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Nicky Puttick (Pre-School Manager)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (adopted 01 July 1992 as amended on 16 July 2019)
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Committee members

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	N/A
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Section C Objectives and activities

<p>Summary of the objects of the charity set out in its governing document</p>	<p>Charitable Objects: To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by: (a) Offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children, regardless of race, culture, religion or means (b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas (c) Instigating and adhering to and furthering the aim of the Pre-School's association.</p>
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Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

St Joseph's Pre-School is situated on the site of the Parish of the Nativity of the Lord (Redhill) and it shares a close relationship with the parish community, for which it is very grateful. We were rated as **Outstanding** during our last Ofsted inspection. Children are excited and motivated to learn through play; in a loving, nurturing and caring environment where each child is valued for whom they are. The children take their tentative steps to independence and belonging to another family; making new friends, exploring different resources and the local environment.

Children can start their journey from two years old as Caterpillars. During this year they can attend up to four afternoon sessions from 12.15pm until 2.45pm. Children spend the year before they attend school as Butterflies and attend up to four morning sessions from 8.30am to 11.30am. We do offer an extended session on a Monday where children can bring lunch and stay until 2.30pm. We are Ofsted registered, in receipt of FEET funding, Early Years Free Funding and 30 hours Free Childcare.

For further information, please visit www.stjosephspreschoolredhill.co.uk.

In accordance with section 17(5) of the Charities Act and the Charities (Accounts & Reports) Regulations 2008, all trustees have reviewed the guidance on public benefit issued by the Charity Commission.

Additional details of objectives and activities (Optional information)

N/A

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Key achievements & milestones for academic year 2022/23 as reported by Nicky Puttick [Pre-school Manager]:

- This year we have opened for 38 weeks; offering 3 hour morning sessions to children aged 3 to 4 and 2 and a half hour sessions in the afternoon for children aged 2 to 3, thus reaching 55 local families.
- We are supporting children with SEND and have received early Intervention funding to enhance our staff ratios in order to support the children to access the curriculum as appropriate for them, We are also working with other agencies to ensure the children have the support they need within our setting and also in their transition to primary school.
- In April 2023 we successfully implemented Early Talk Boost; a targeted intervention aimed at 3-4 year old children with delayed language, helping to boost their language skills to narrow the gap between them and their peers. We are pleased that after 9 week's intervention the children's language accelerated by an average of 6 months. We are continuing to offer these sessions during each term to other children in the setting.
- Our fundraising event was in celebration of the coronation of King Charles III. The children were sponsored by family and friends to take part in a variety of physical and creative activities linked to a royal theme. It was lovely to see all the children join in so enthusiastically and it was an enjoyable social event for all our families.
- We organised a visit for the 3 to 4 year old children to Nower Wood Education Nature Reserve where the children participated in pond dipping, minibeast hunts and creatively exploring the concept of life cycles, camouflage and symmetry. The children loved the hands-on experience and were thrilled to find the different creatures under logs and in the water.
- We also arranged a visit to the local theatre to see a live show of a popular children's book - a great experience for the children, their parents and staff.
- Our Thanksgiving service in July was a lovely opportunity to celebrate all the children's interests and achievements during their time at preschool and to thank God for his love and protection to all of us.
- We're looking forward to the warmer weather where the children can really explore our new Outlast blocks. These are a significant addition to our outside area giving the children the opportunity to develop and explore skills in maths, technology, engineering, design, science and collaboration and resilience.

Brief statement of the charity's policy on reserves

The Committee has previously decided that there must be a minimum of £40k held in cash reserves at any one time in order to adequately cover contingency costs.

As at 30 Apr-23 the balance of accumulated unrestricted (cash) reserves was in the sum £82k.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The accounts for the year to 30 Apr-23 – which have been independently verified by Countryside Accounting Ltd - were prepared on a 'receipts and payments' (cash) basis, and all funds as at 30 Apr-23 are designated unrestricted. The accounts were presented to the Trustees on 15 Feb-24 at the committee meeting.

- **Income**

- Total income of **£124.5k**, up £5.6k (+4.7%) on prior year.
- Total fees of **£119.9k**, up £4.7k (+4.1%) on prior year:
 - Despite a decrease in Early Intervention Funding of £5.5k, this was offset by an increase in normal fees of £8.1k
- Other income (including fundraising & parent contributions to pre-school trips) of **£4.6k**, up £0.9k on prior year.

- **Expense**

- Total Expense of **£123.4k**, up £0.5k (+0.4%) on prior year.
- Payroll costs of £100.6k, up £2.6k (+2.6%) on prior year. Staff pay rise of 6.0% implemented in April 2023 to assist staff with continued high cost of living (CPI Inflation in April 2023 of 8.7%, reducing from 10.1% in year to March
- Property costs £9.2k, up £0.8k (+9.9%) on prior year, due to large increase in utility cost as a result the world-wide energy crisis
- Supplies £3.4k, down £4.4k on prior year – continuing to return to normal operations after Covid protection requirements required during pandemic
- Cleaning expenses £1.2k, down £0.4k on prior year – continuing to return to normal cleaning regimes after Covid pandemic requirements.
- Reserve account interest of £75.59 up from £3.04 the previous year, due to an increase in bank account interest rates
- All other operational costs relatively static.

- **Net surplus of +£1,165** compared to a net deficit of £3,954 realised in 2022.

- **Total Funds**

- Cash at bank as at 30 Apr-23 was £82,641 and this was up £1,166 (+1.4%) on prior year.

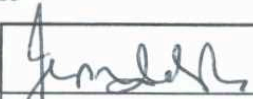

Section F Other optional information

N/A

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jenny Hobbs	Timothee McLean
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 23 FEB 2024

St Joseph's Pre-School
Income & Expenditure for year ending

30th April 2023

30th April 2022

	£	£	£	£
Income				
Fees & Registration Fees - Council		98,127.05		115,200
Fees & Registration Fees - Parents		21,797.75		
Other Income		4,673.13		3,772
Total Income		124,597.93		118,973
Expenditure				
IT Costs	£1,328.33		1,416	
Cleaning Expense	£1,200.00		1,580	
Committee Expenses	£0.00		-	
Equipment, Arts & Crafts	£1,436.33		-	
Fundraising Costs	£1,613.51		1,201	
Outings Costs	£273.00		-	
Payroll Costs	£100,515.19		97,957	
Professional Services	£550.00		560	
Postage & Telephone	£859.47		744	
Property Costs	£9,202.72		8,377	
Registration Fee Refund	£50.00		-	
Staff Training	£330.00		-	
Fixtures & Fittings	£0.00		-	
Supplies	£3,407.27		7,833	
Maintenance Costs	£123.48		467	
Miscellaneous Costs	£13.00		84	
Bank Charges	£124.48		128	
Subscriptions	£298.40		854	
Staff Bonus	£490.00		555	
Cost Adjustment	£0.00		-	
Membership Fees	£1,227.15		1,169	
School Meal Vouchers	£390.00			
Total Expenses		£123,432.33		122,927
Total Income less Expenditure		£1,165.60		(3,954)
Accumulated Unrestricted fund brought forward		£81,475.61		85,430
Accumulated Unrestricted fund carried forward		£82,641.21		81,476

These accounts have been prepared on a receipts and payments basis as permitted under section 133 of the Charities Act 2011.

St Joseph's Pre-School
Statement of Assets & Liabilities as at

30th April 2023

30th April 2022

		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Current Assets					
Cash at bank and in hand	Current account	52,523		51,433	
	Deposit account	30,118		30,042	
		<u>82,641</u>		<u>81,476</u>	
Creditors					
Amounts falling due in one year		-		-	
		<u> </u>		<u> </u>	
Net current assets			82,641		81,476
			<u> </u>		<u> </u>
Total Assets less Current Liabilities			<u>82,641</u>		<u>81,476</u>
			<u> </u>		<u> </u>
Total Accumulated Unrestricted Funds			<u>82,641</u>		<u>81,476</u>
			-		-



Countryside Accounting Ltd

L R Baharier FMAAT

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Licence 2385

Report to the trustees/ members of	ST Joseph's Preschool Playgroup		
On accounts for the year ended	30/04/2023	Charity no (if any)	1020613
Set out on pages	1 to 3 <small>(remember to include the page numbers of additional sheets)</small>		

Respective responsibilities of trustees and examiner The charity's trustees are responsible for the preparation of the accounts. 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 as amended by FRS 102 effective 1st January 2015 and that an independent examination is needed.

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 general 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.

www.countrysideaccounting.com

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1, Castlehill Cottages, Outwood Lane, Bletchingley, Surrey RH1 4LR
Company House Registration 6870960

Independent examiner's statement In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011 amended 2015
 have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: *Linda Baharier* FMAAT Date: 19/02/2024

Name: Linda R Baharier FMAAT

Relevant professional qualification(s) or body (if any): Fellow Member of the Association of Accounting Technicians

Address: 1, Castlehill Cottages, Outwood Lane
Bletchingley, Redhill, Surrey
RH1 4LR

Section B Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

This year there was a very slight increase in the overall balance of funds, from £ 81,476 to £ 82,641

At the moment the balance on reserve account is £ 30,118 and the current account is £ 52,523– giving a total of £ 82,641. With the Trustees feel they need a reserve of £ 40K. But at present they really have a reserve of £ 70K. So at least £ 20,000 or £ 30,000 could be transferred to an investment. This would be a prudent management of the money spreading the risks and being careful with the nursery funds.

While understanding the Trustees concern in investing, even in COIF Charities Investment Fund or the COIF Charities Ethical Investment Fund. That investments can go down as well as up, over all this has not been the case with COIF which over this year were paying out around 3%. I would still advise an investment there. Our even in a high investment in a Building society such a Nationwide or Yorkshire Building Society.

Particularly as only £ 85,000 is protected in any one financial institution, & during the year there is more than that in the Bank.

The Savings account has only risen by £ 76 in a year

For Example, had the Reserve account money been in a COIF investment for the same period rather than growing from:

30/04/2017 £ 28,537.64 to 30/04/2023 £ 30,118

The balance in COIF would now be £ 35K plus approximately, some £5, 000 more.

In a Building Society for a year £ 30,042 would have increase to £ 31,394 or by £ 1,352.

Therefore, I believe the Trustees do need to look how the money is invested and to safe guard funds in case of any bank crashes.

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