



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|-------------------|-------|---------------------|-----------|-----------------|-------|---------------------|
| From | Period start date | | | To | Period end date | | |
| | Day | Month | Year 2020 | | Day | Month | Year 2021 |

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

| |
|----------------------|
| Water Street Centre, |
| Water Street, |
| Bollington, Cheshire |
| Postcode SK10 5PB |

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 | Pauline Snelson | Chairperson | | |
| 2 | Amanda Murphy | Treasurer | | |
| 3 | Sandy Milsom | Secretary | | |
| 4 | Natalie Corbett | Business Manager | | |
| 5 | Jill Hasler | | | |
| 6 | Margaret Park | | | |
| 7 | Eryn Gair | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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)

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Unincorporated Charitable Trust |
| Trustee selection methods (eg. appointed by, elected by) | Appointed and elected by the charity's members |

Additional governance issues (Optional information)

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

- 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.

Bollington Pre-School is registered with OFSTED registration number EY452060.

Trustees complete DBS checks in line with statutory requirements. Trustees meet once per term and visit the Pre-School regularly. They are in regular email contact and work collaboratively on all aspects of the role. Induction and training take place as part of our regular meetings. Trustees have access to the Early Years Alliance 'Educare' online training courses.

The Pre-School has an Early Years Manager and Early Years Business Manager, two Deputy Managers and a SENDCo. The Early Years Manager is our Designated Safeguarding Lead and one of our Deputy Managers is the Deputy Designated Safeguarding Lead.

Trustees are made up of parents of children attending the Pre-School, and members of the local community including retired teachers and a speech and language therapist.

We have trustees and indemnity insurance to enable us to manage risk. The designated safeguarding lead regularly reviews our policies and procedures and attends cluster meetings with other local Safeguarding leads within the local area. Staff members are Paediatric First Aid trained. Basic Safeguarding training is updated regularly. The environment is checked daily for Health & Safety risk, and we use risk assessments in relation to trips, activities and equipment.

Trustee visits over the year were limited due to Covid-19 and included:

Health & Safety reviews in December 2020 and May 2021 by Margaret Park and a **Communication & Language** review in February 2021 by Pauline Snelson.

Regular liaison between the Trustees and Pre-school Managers continued via Zoom Committee meetings, email and telephone from September 2020 to July 2021.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

Bollington Pre-School is a positive, safe, and inclusive environment where we can play, learn and grow together.

The Pre-School aims to:

- provide a secure, safe, nurturing, and respectful environment that enables children to be safe and happy.
- build positive relationships with adults and peers, explore, and learn and develop.
- work in partnership with parents and carers, and other agencies, to ensure we are meeting children's individual needs and enabling them to explore their full potential.
- value each individual child, to know them - their likes, their interests, and their own experiences so we can build and expand their curiosity and learning.
- support our children to be kind, caring, respectful and to have a positive attitude.
- encourage children to explore, to be curious and confident, helping them to develop a strong sense of self-esteem and self-worth, preparing them for the next stage in their learning journey.
- meet the needs of all children, inspiring them by offering a wide and holistic learning environment with diverse learning opportunities where they can learn through exploration and play.
- have a highly qualified and experienced team, who work together with a shared sense of purpose which will have a positive impact on the children's learning and development.
- explore opportunities and engage with the people and organizations that make up our local community, allowing children to have new learning chances and experiences.

The charity works for the public benefit, in particular through;

- its status as a non-profit making organisation where any profits made are used to extend and develop the Pre-School provision.
- its work with other schools and agencies to ensure that the education given by the Pre-School links to the children's future learning and supports all areas of their development.

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)

The Pre-School is accommodated in a spacious building that provides a stimulating environment for the children. There are three rooms:

The large room accommodates the 3-5-year-old children and has a construction area, reading corner, home corner, craft area and areas for role play and music.

The second room accommodates the 2-3-year-old children and has a construction area, reading corner, home corner, craft area and areas for role play and music.

The third room is a multi-sensory room which includes bubble tubes and podium, light ladders, fibre optic lights, bubble tubes, sound equipment and musical equipment.

There is a large and inviting secure outdoor play area which has a planting area, an area for reading and storytelling with sensory plants and an area for riding and free play. There is also a large undercover area which has sand play and some role play.

The Pre-School employ 16 staff. 15 who work a mixture of full- and part-time hours with the Children. We have one staff member who has qualified teacher status, 6 staff with a Level 3 childcare qualification, 1 staff member with a Level 5 qualification and 3 staff members with a Level 2 qualification and 5 staff unqualified.

Additional details of objectives and activities (Optional information)

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

This has been another unusually challenging year for the Pre-school in the context of the Covid-19 virus continuing to have an impact throughout the year. However, the Pre-School managers and all the staff, with the support of the Trustees and Cheshire East Council Early Years, have continued to keep the Pre-School open throughout this difficult period.

Pre-School managers have kept in regular communication with the families, each other, the Trustees and all concerned.

A detailed risk assessment and deep clean were carried out and families and children were extremely positive about returning to Pre-School in September 2020.

Staff focused on the children's wellbeing and speech and language development. Children with additional needs continued to be supported for applications for further support.

From January 2021 to 8 March 2021, schools were in lockdown while Pre-School remained open. Pre-School numbers increased from 8 March onwards as school children returned to school. Again, some activities had to be cancelled due to Covid-19, such as the Easter fundraising event and the end of term leavers trip.

Achievements:

- Christmas fundraising raffle 2020.
- CWTCH campervan fundraising raffle February 2021.
- Open Days (Covid-safe) held in the Summer term 2021 which resulted in successful recruitment of new families.
- Our 'Covid-safe' outdoor Leavers Graduation was held with the Town Mayor in July 2021.
- A small group of Pre-School staff and children participated in a short fundraising film in July 2021 as part of a long-term plan for future development of the Pre-School building and possible further Early Years activities.

Section E

Financial review

Brief statement of the charity's policy on reserves

Details of any funds materially in deficit

1 outstanding parent payment £300+

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 core income into the Pre-School is through Government funding for Early Years Free Entitlement. We receive additional fee income from families who pay for childcare directly. The bulk of the Pre-School income comes from the FEEE 2-year-old funding, the 15 hours universal funding and extended funding up to 30 hours for 3-4-year-olds. Other government funding is the Early Years Pupil Premium which a small amount of children quality for.

Our main expenditure is staff costs.

April 2021:

Cheshire East Funding didn't increase their hourly rate payments and they remained the same as the previous year, these amounted to:

3-4-year-olds £4.06 per hour

2-year-olds £5.10 per hour.

Staff costs increased due to rise in the Minimum Wage from £ 8.72 to £8.91 = + £30.10 per week.

Due to COVID-19 restrictions in place, we were again only able to hold a limited number of fundraising events during the year.

The first stage of a CO-OP community grant was obtained and used to enhance our outdoor area to be used by the children and the community.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|------------------------|--|
| Signature(s) | <i>Pauline Snelson</i> | |
| Full name(s) | Pauline Snelson | |
| Position (eg Secretary, Chair, etc) | Chairperson | |
| Date | 24/05/2022 | |



Bollington Pre-School
Accounts Year End 31st August 2021

| | 2021 | 2020 |
|-------------------------------------|-----------------|-----------------|
| Income | | |
| Fees | £28,870 | £22,881 |
| Funding | £134,075 | £124,939 |
| Other | £10,489 | £4,525 |
| Fundraising & Donations | £2,215 | £1,360 |
| | £175,649 | £153,705 |
| Expenditure | | |
| Employee Costs | £141,286 | £110,600 |
| Tinies Staff costs (Agency) | £0 | £236 |
| Statutory Sick Pay | £135 | £613 |
| Rent | £7,500 | £7,550 |
| Insurance | £845 | £851 |
| Equipment & Art Supplies | £5,352 | £1,755 |
| Food & Cleaning | £4,962 | £4,684 |
| First Aid Resources | £229 | - |
| Printing, stationary & photocopying | £964 | £547 |
| Training | £1,398 | £281 |
| Gas & Electric | £4,366 | £3,266 |
| Telephone & Internet | £785 | £734 |
| Waste collection | £1,534 | £634 |
| OFSTED | £70 | £0 |
| Legal & Professional | £54 | £282 |
| Water & Sewerage | £2,477 | £1,458 |
| Maintenance | £1,006 | £1,106 |
| Annual Renewals/Licenses | £1,375 | £1,819 |
| Office costs | £547 | £307 |
| Other | £561 | £454 |
| Bank charges and interest | £0 | -£16 |
| Depreciation | £0 | £875 |
| Bad Debt | £366 | - |
| | £175,812 | £138,036 |
| Decifit/Surplus | -£163 | £15,669 |

| | Cash | Fixed Assets | Trade Debtors | Liabilities | |
|---|---------|-----------------|------------------|-------------|---------|
| Assets Carried Forward - balance - 31/08/20 | £58,378 | £703 | £1,024 | £58 | £60,163 |
| Assets Carried Forward - balance - 31/08/21 | £58,182 | £1,403 | £560 | -£145 | £60,000 |

-£163

Signed on behalf of Bollington Pre School

Pauline Snelson



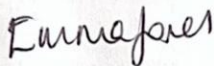
Chairperson

Date:

24/05/2022.

Independent Examiners Report

I certify that the accounts for the year ended 31-Aug-2021 are in accordance with the books and explanations presented to me.



Independent Accountant

Professional Title: FCA

Date: 20/5/2022



Bollington Pre-School
Accounts Year End 31st August 2021

| | 2021 | 2020 |
|-------------------------------------|-----------------|-----------------|
| Income | | |
| Fees | £28,870 | £22,881 |
| Funding | £134,075 | £124,939 |
| Other | £10,489 | £4,525 |
| Fundraising & Donations | £2,215 | £1,360 |
| | £175,649 | £153,705 |
| Expenditure | | |
| Employee Costs | £141,286 | £110,600 |
| Tinies Staff costs (Agency) | £0 | £236 |
| Statutory Sick Pay | £135 | £613 |
| Rent | £7,500 | £7,550 |
| Insurance | £845 | £851 |
| Equipment & Art Supplies | £5,352 | £1,755 |
| Food & Cleaning | £4,962 | £4,684 |
| First Aid Resources | £229 | - |
| Printing, stationary & photocopying | £964 | £547 |
| Training | £1,398 | £281 |
| Gas & Electric | £4,366 | £3,266 |
| Telephone & Internet | £785 | £734 |
| Waste collection | £1,534 | £634 |
| OFSTED | £70 | £0 |
| Legal & Professional | £54 | £282 |
| Water & Sewerage | £2,477 | £1,458 |
| Maintenance | £1,006 | £1,106 |
| Annual Renewals/Licenses | £1,375 | £1,819 |
| Office costs | £547 | £307 |
| Other | £561 | £454 |
| Bank charges and interest | £0 | -£16 |
| Depreciation | £0 | £875 |
| Bad Debt | £366 | - |
| | £175,812 | £138,036 |
| Decifit/Surplus | -£163 | £15,669 |

| | Cash | Fixed Assets | Trade Debtors | Liabilities | |
|---|---------|--------------|---------------|-------------|---------|
| Assets Carried Forward - balance - 31/08/20 | £58,378 | £703 | £1,024 | £58 | £60,163 |
| Assets Carried Forward - balance - 31/08/21 | £58,182 | £1,403 | £560 | -£145 | £60,000 |

-£163

Signed on behalf of Bollington Pre School

Pauline Snelson



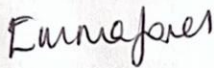
Chairperson

Date:

24/05/2022.

Independent Examiners Report

I certify that the accounts for the year ended 31-Aug-2021 are in accordance with the books and explanations presented to me.



Independent Accountant

Professional Title: FCA

Date: 20/5/2022