

# **Seamer Pre-School**

Charity Number 1022284

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## **Trustees' Annual Report & Financial Statements for the year ended 31st August 2023**

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Charity accounts preparation &  
independent examination service

# Seamer Pre-School

Charity Number 1022284

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## **Trustees' Annual Report**

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**From:** 1st September 2022      **To:** 31st August 2023  
**Charity's Full Name:** Seamer Pre-School  
**Registered Charity Number:** 1022284

### **Objectives and Activities**

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

The charity is governed by the Pre-school Learning Alliance model constitution 2011 adopted on 12th January 2012.

The charity's main objects, as set out in the constitution are:

To enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

1. Offering appropriate play, education and care facilities, family learning and extended hours groups, 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 whatever their race, culture, religion, means or ability.
2. 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.
3. Instigating and adhering to and furthering the aims and objectives of the Pre-school Learning Alliance. The trustees' policy is to ensure the highest level of childcare, development and education is attained in the pre-primary school years and to ensure that the charity's objectives are met. The charity employs 13 staff members who are supported by some parents and volunteers.

All trustees give their time voluntarily and receive no remuneration or other benefits.

#### **Summary of the main activities undertaken for the public benefit in relation to these objects**

In planning activities trustees have kept in mind the Charity Commission's guidance on public benefit. The charity has continued to attain its charitable objectives during the year (as listed above). Each of the 10 sessions per week offered by the charity, continued to run at maximum capacity, offered to families from the local community, whilst still maintaining an above average ratio of staff to children. There has been a substantial take up by parents of the funded hours. The trustees consider that the charitable fundraising events undertaken by the charity have been relatively successful and supported by the community. These events have enabled the children to purchase a limited number of new items of equipment, all being for the benefit of the children attending the setting.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.



## Trustees' Annual Report

### Achievements and Performance

#### **Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.**

The year started in a very positive way with the setting being inspected by Ofsted. To our delight we retained the 'Outstanding' status previously awarded to us. This was a huge achievement and testimony to the hard work and commitment of all staff.

Staffing continued to be a problem nationally and we were not immune to this. We had a member of staff return to us after her maternity leave came to an end. One who decided to take up a new role to further her career, one who decided to try a change of career but then happily rejoined the team and one who returned to her previous career. We replaced the staff accordingly and maintained a higher ratio of staff to children as that recommended by Ofsted, a decision taken to ensure the best quality of care and education for the children.

All activities returned to normal post covid times with the children offered nature walks, spring farm trips Easter egg hunts, Christmas celebrations, summer trips, whilst enjoying all manner of exciting activities within the setting.

The children were once again well prepared to continue their learning journeys and made visits to their prospective schools.

### Financial Review

#### **Review of the charity's financial position at the end of the period**

The biggest decision taken last year was to end the agreement with the county finance team to maintain the accounts on behalf of the trustees. The bookkeeping work was taken on in house and has proven to be easier to manage on a local basis. This was a cost cutting exercise and was a worthwhile one.

The numbers of children attending pre-school continued to be good with very few places available. More houses are being constructed within our locality increasing the demand for places. This along with the There was a slight increase in wage costs as we found it essential this year to offer supervisory positions to two of our existing staff. Their role is a supportive one, introduced intentionally to help ease the load on the deputy manager. The cost was offset by a reduction in hours made by the manager who was compelled to reduce her hours due to personal issues, however she still managed the bulk of her work from home.

Together with an increase of income and a substantial decrease in payments made, the setting was able to regain the losses of the previous year and turn a profit of over £17,000.

Whilst this amount is a substantial one, the trustees are mindful of the forthcoming changes planned over the roll out of additional 'free places' that the government has been promoting to take place over the next two years. We will be keeping a close eye on developments there and hope an increased offer of 'free' places to parents is mirrored in an increase in funding. This will be imperative to help ensure the sustainability of settings like ours. Once again this year the setting undertook some fundraising events which were well supported by the families of the children currently attending and a welcome boost to our funds.

In terms of the future the trustees are keen to look at ways of reducing liability and as a way of encouraging new parents to support the group by joining the board of trustees. This would help ensure the longevity of the group and is seen as a positive move. The work needed to be undertaken however is substantial and needs careful consideration by the group as a whole.



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## **Trustees' Annual Report**

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### **Statement explaining the policy for holding reserves stating why they are held**

Reserves are held by the charity and these would equate to 3 months average running costs the group would ordinarily incur. This is important in the eventuality that it no longer remains viable for the group to remain operational and would be forced to close.

### **Amount of reserves held**

£40,408

### **Reasons for holding zero reserves**

N/A

### **Funds materially in deficit**

None

### **Explanation of any uncertainties about the charity continuing as a going concern**

Whilst government funding has fallen seriously short over recent years, the trustees are hopeful that this cannot remain the case indefinitely. The group maintains a healthy waiting list and there is no shortage of children to attend.

## **Structure, governance and management**

### **Description of the charity's trusts**

#### **Type of governing document**

Pre School constitution

#### **How the charity is constituted**

Unincorporated association

#### **Trustee selection methods**

The charity's committee shall consist of 3 officers, not more than 9 elected members and if the committee so decides not more than 3 co-opted members. All trustees resign and new trustees are appointed annually at the AGM.



## Seamer Pre-School

(Charity Number 1022284)

### Trustees' Annual Report

#### Reference and Administration details

**Charity's Full Name:** Seamer Pre-School

**Charity's principal address** 64 Pasture Lane  
Seamer, Scarborough  
North Yorkshire, YO12 4QR

#### Names of the trustees who manage the charity

<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not whole year</b>	<b>Name of person entitled to appoint trustee</b>
Mrs Rebecca Penfold	Chair		
Mrs Virginia Wilkinson	Treasurer		
Mrs Samantha Hammond	Secretary		
Mrs Katie Doherty			
Mrs Gemma Fail			
Ms Michaela Bradley			

#### Names and addresses of advisers

<b>Type of advisor</b>	<b>Name</b>	<b>Address</b>
Independent Examiner	Karen Wood ACMA, CGMA	Hiscox Building, Peasholme Green York YO1 7PR
Bankers	Lloyds Bank	

#### Name of chief executive or names of senior staff members

Mrs Virginia Wilkinson



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**Trustees' Annual Report**

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**Declaration**

**This report was approved by the Board of Trustees**

**Signed on behalf of the charity's trustees**

**Signature**   
**Full Name** Rebecca Penfold  
**Position** Chair  
**Date** 15/06/2023

## Seamer Pre-School

(Charity Registration Number 1022284)

### Independent examiner's report to the Trustees of Seamer Pre-School

I report on the accounts of: **Seamer Pre-School (The Charity)**

For the year ended: **31st August 2023** Which are set out on pages 7-9

#### Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;
- or**
2. the accounts do not accord with those records

I have no concerns and 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.



Karen Wood ACMA, CGMA  
Outsource independent examination service  
The Hiscox Building  
Peasholme Green  
York YO1 7PR

21/06/2024

Date

## Seamer Pre-School

(Charity Registration Number 1022284)

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### Receipts & payments accounts for the year ended: 31st August 2023

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	Unrestricted funds	Restricted funds	2023 Total	2022 Total
	£	£	£	£
<b>Receipts</b>				
Fees income	48,044	-	48,044	35,497
NYCC funding	144,195	-	144,195	144,453
Donations and fundraising	1,782	-	1,782	6,104
<b>Total receipts</b>	<b>194,021</b>	<b>-</b>	<b>194,021</b>	<b>186,054</b>
<b>Payments</b>	£	£	£	£
Salaries & wage costs	152,937	-	152,937	167,324
Staff expenses, training & recruitment	1,666	-	1,666	1,179
Play materials, activities & equipment	1,829	-	1,829	2,399
Milk & refreshments	719	-	719	918
Rent & rates	9,500	-	9,500	8,606
Insurance costs	1,331	-	1,331	1,243
Affiliations, subscriptions & DBS	848	-	848	1,083
Telephone & internet	1,054	-	1,054	1,108
Printing, postage & stationery	1,522	-	1,522	2,200
Payroll, finance & administration	960	-	960	4,930
Fundraising costs	100	-	100	-
Publicity & website	(33)	-	(33)	500
Cleaning, repairs & maintenance	3,739	-	3,739	2,808
Covid grant vouchers for families	-	-	-	125
Purchase of uniforms	226	-	226	633
Independent examination	300	-	300	300
Bank charges	84	-	84	100
<b>Total expenditure</b>	<b>176,782</b>	<b>-</b>	<b>-</b>	<b>195,456</b>
<b>Net of receipts/(payments)</b>	<b>17,239</b>	<b>-</b>	<b>17,239</b>	<b>(9,402)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance brought forward</b>	<b>23,169</b>	<b>-</b>	<b>23,169</b>	<b>32,571</b>
<b>Balance carried forward</b>	<b>40,408</b>	<b>-</b>	<b>40,408</b>	<b>23,169</b>



# Seamer Pre-School

(Charity Registration Number 1022284)

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## Notes to the Accounts for the year ended:

**31st August 2023**

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### 1.1 Basis of accounts

The Trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

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## Approval of accounts for the year ended

**31st August 2023**

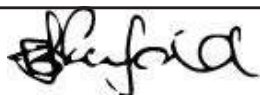
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The report and accounts were approved at a meeting  
of the trustees held on

19/6/24

Date

Signed for and on behalf of the trustees



Signature

REBECCA JANE PENFOLD

Name

CHAIR

Position (e.g. Chair etc)

21/6/24

Date