

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Tatworth Pre-school

On accounts for the year  
ended

31<sup>st</sup> August 2021

Charity no  
(if any)

1022464

Set out on pages

2

(remember to include the page numbers of additional sheets)

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 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.

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 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: *Nicola Hooper*

Date: 14<sup>th</sup> October 2021

Name: NICOLA HOOPER

Relevant professional  
qualification(s) or body

MAAT

(if any):

Address: 21 CHERRY TREE CLOSE  
EXETER  
DEVON EX4 5AT

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

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

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## **Treasurers Report 2020-2021**

Tatworth Pre-School runs its accounts on the academic year from September to September. Attached is a copy of the report from the independent examiner along with the profit and loss report and balance sheet. The setting has managed the financial difficulties brought on by the Covid pandemic well. Despite setting closures and loss of revenue we still remain in a good position.

During the accounting period the setting made a surplus of £183.91. Our cash in hand at the end of the academic year was £40975.08 This was largely due to the setting being able to maintain its current numbers of children within the pre-school.

Whilst 2020/2021 was a challenging year due to the Coronavirus pandemic, with the setting closing for part of the year we were still able to plan for the future by replacing various worn-out furniture, replacing a water heater, putting up a new fence and purchasing a new printer. We have also purchased lots of new resources to help with our new strategies and goals with the new EYFS in September.

Once again, we saw a rise in the minimum wage in April, the setting was able to allow the 19p rise to be passed on to all staff and continue to remain viable. We will need to keep expenditure under review particularly knowing that there will be a future rise in the minimum wage in April.

The fees charged for the pre-school and Afterschool club have not changed this year and we continue to monitor income and expenditure closely.

A review of fees will take place during the Summer Term 2022. A copy of the fees policy is available on the website, notice board in the lobby or can be requested.

This year we had to close our savings account with Nationwide as they are no longer offering the charities account. The account was closed, and the balance put into the main Barclays bank account. We are now in the process of looking to set up another account to transfer our reserves into.

Finally, I would like to thank the committee and staff for their continued hard work.

## Chairpersons report 2020-21.

We started off the year still under the clouds of the Corona virus pandemic. The year got off to a quiet start but still with a positive 31 children on roll.

Our fundraising was very limited again this year as we were unable to hold our Christmas show and Bingo night. We did however put on a show behind closed doors and sold the DVD's to raise money. We held a sponsored Gruffalo hunt around the village unfortunately we did have low support numbers for this which may still be a result of the pandemic. We also tried raising funds through selling bags decorated by the children. We just about broke even on this but did have some issues with delayed delivery and issues with the current financial climate may have made people less willing to buy additional bags.

The setting also had to manage 2 Covid 19 outbreaks, which resulted in the setting having to close for 10 days at a time. The setting was able to re-cover some of the lost revenue through the governments job retention scheme.

**Staffing-** Bethany left us in October to start her Maternity leave and our volunteer student placement Kirsty Wood was employed to cover Bethany's maternity leave. Kirsty also completed her level 3 early years qualification this year, so well done Kirsty. Sadly, we also said goodbye to Megan Parfoot who left us in May to take on a new role as manager of another setting. As Kirsty had stepped into Bethany's shoes so well it was decided to increase Kirsty's hours to cover Megan hours. Cathryn, Mel and Katrina kindly offered to step in and cover the remaining outstanding hours until Bethany returns from her maternity cover next year. Sarah continues as setting manager and business administrator with Faye as deputy manager and SENCO, with Anna as social media administrator and ENCO.

**Training-** Tatworth Pre-School ensures that staff are always developing their knowledge and skills by attending various training courses to promote their continued professional development. In addition to this we ensure staff are up to date with Safeguarding, Food Hygiene and First Aid training.

**After school Club-**The after school club has remained viable this year despite fluctuations in attendance, and we will continue to offer it next year depending on demand.

**Policies and Procedures-** The Trustees and Managers have continued reviewing all our Policies and Procedures, in line with the requirement to conduct an annual review. Some new policies and procedures have been introduced during 2020 - including the COVID policy which has been reviewed and updated many times to ensure current Government guidance is adhered to. Parents/carers can access the Policies and Procedures at any time either via the website or by viewing the file in the reception area of the pre-school.

**Website-** The Pre-School website continues to be updated and developed. We aim to ensure its the first point of contact for any parent/carer who wants information on Tatworth Pre-School but recognise that it is still a work in progress.

**Covid Pandemic-** When we returned in September, we needed to limit numbers into bubbles to meet national guidance to ensure we maintained the safety and welfare of all children, staff, parents and carers. 2020 saw a number of changes in response to the pandemic including the changes to how children are dropped off and collected. In addition, staff have adjusted to communicating with parents/carers in different ways. The main achievement this year has therefore been the response by all parents/carers, staff and the children to the Coronavirus

pandemic and all the adjustments that have needed to be made to ensure not only that do we comply with national guidance but that we ensure everyone is as safe as possible.

**Future aims:** This year's targets are identified below:

- Outdoor space - continue to develop the outdoor space
- Continue to plan for the new EYFS in September
- To develop a new setting curriculum
- Afternoon routine to be reviewed to ensure mirrors the morning routine

Tatworth Pre-School continues to ensure the child is at the centre of all we do. The setting works within the Early Years Foundation Stage Curriculum and follows the new Ofsted Framework.

I would like to take this opportunity to thank the staff for the enormous amount of hard work that went into getting the setting into a place where it could open in a Covid safe way.

The setting finished the year with 44 children on the books and the setting held visits with primary school teachers and had meetings with the Primary schools to ensure a smooth transition for all children in September. We hope that we can move forward towards a more normal time.

Thank you to all the committee for their continued support however it would be nice now to have some new faces to support the Pre-school and help drive its continued success.

Helen Crook December 2021.

## Managers' report 2020-2021

Firstly, I would like to thank the staff, parents, children and committee members, for what has been a very challenging year (18 months). There has been so much guidance to wade through and lots of changes to undertake. We have had to make decisions quickly and effectively. We have aimed to maintain a consistent, safe, fun and educational provision, for pre-school children and families, whilst trying to remain sustainable for future generations of our community.

At the end of last year, we sent 21 children off to start their reception year. I am led to believe that they have all settled in very well.

We started this academic year with 31 children on role and the numbers steadily rose to 44.

As a setting we cannot help but notice that the Covid pandemic has had an impact in some children's development and resilience. We have reflected this in our practice this year and have done lots of work on confidence building, offering experiences that promote awe and wonder and stimulate a love of learning. We have continued to have more focused and group work this year strengthening the keyworker and child bonds, the children have responded well to this. We have also seen an increase with children needing additional support from staff with behaviour, communication and language skills.

In anticipation of the new EYFS in September we have started reviewing our planning and activities offered to the children. We have been able to purchase some new resources this year to support this. We have purchased a lot of small world and role play support toys including - dinosaur fossils, bones, Insects, Chinese cooking set, Indian cuisine set and utensils, Paw Patrol, tractors, tea set, robot mice, ocean creatures, ride on bikes and scooters to name but a few. We have also purchased this year a new printer, large table and home corner table and replaced the decking on the Wendy house. We have also painted and repaired the fencing in the garden and had a new water heater fitted.

**Staffing** - This year I would like to thank staff for their continued support and motivation. They have demonstrated resilience, tenacity, loyalty and commitment to both our setting but mostly to the children and families in our care. This year, we have had some staffing changes. Bethany started her maternity leave in October and Kirsty Wood became a permanent employee, starting with her covering Bethany's maternity leave and then becoming a permanent member of staff by taking on Megan Parfoot's hours when she left us. We were sorry to see Megan leave and wished her well in her new role as setting manager in Buckland St Marys. All other staffing remains the same.

**Training** -The staff have completed lots of training this year including, workshops to raise awareness of the prevent duty, advanced child protection, theories underpinning the EYFS, making sense of Autism, effective communication and the learning environment, promoting positive behaviour, first aid, food hygiene, providing a healthy food environment, Legionella awareness and reflective practice.

We have had a very busy fun packed year and I would like to thank the staff, committee, children and parents who all help to make this such a successful pre-school.

Sarah Sitton

Manager