

East the Water Stepping Stones Preschool

Charity registration number – 1022769

Ofsted Registration number – EY443628

Registered office: Avon Road
Bideford
Devon
EX394BL

Trustees: Louise McNeil
Lynette Mcpherson
Rebecca Oatham

Independent Examiner: Kieran Stocker
Swift Accounting and Bookkeeping Services
Ground Floor the Custom House
The Strand
Barnstaple
EX311EU

Treasurers Report

As of 31 August 2023, East the Water Stepping Stones Preschool has three trustees. Louise Mcneil is the chair of trustee's and the Ofsted nominated person and the Manager Kellie Fowler is the Staff representative and also the Ofsted nominated person. The trustees meet twice a year, 1 meeting being the AGM, however information is regularly reviewed and shared verbally through phone conversations. Trustees are nominated and voted for at the Annual General Meeting.

Objectives and Activities

The objectives of East the Water Stepping Stones Preschool 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
- offering appropriate play, education, care facilities and training courses together with the help of parents to take responsibility to become involved in the activities of such groups and ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability,
- encouraging the study of the needs of such children and their families and promoting public interest and recognition of such needs.

- To identify and assess special educational needs, and to make appropriate provision
- Instigating and adhering to furthering the aims and objects of the Pre-School Learning Alliance.
- To ensure the safety of the children in our care.
- To offer fully flexible funded childcare to meet the needs and requirements of our families.

Structure, governance and management.

Constitution

East the Water Stepping Stones operates under a constitution, which governs and sets out the preschools purpose, structure and describes how we operate. East the Water Stepping Stones has adopted the constitution set out by the Early Years Alliance.

Our structure includes Governance (the committee of voluntary trustees), Management (the preschool manager and deputy), and Staff (preschool practitioners, apprentices and cleaning staff).

Voluntary Trustees (Committee)

The charity is managed and controlled by the Committee, as charity trustees.

The trustees ensure that the charity complies with the constitution and delivers the overarching governance of the preschool, sustains continuing support and engagement with management, and initiates regular meetings and actions to meet regulatory requirements.

The Committee can have a minimum of 3 and maximum of 12 members and is made up of parents of preschool children or community members.

Trustee recruitment is through public appeal through the setting and discussed with new families to the preschool during the application process, to current parents/carers and the local community, with voluntary trustees putting forth their name and current committee members confirming their appointment.

All committee members are voluntary trustees and no external or third party body appoints trustees.

- During the period of the TAR, no volunteers stepped down from the Committee.
- During the period of the TAR, no volunteers joined the committee

Management and Staff

The setting is managed by the Preschool Manager and Deputy Manager. Managers and staff are responsible for the delivery of the child development and education aims of the preschool through a high-quality, enriching EYFS curriculum, experiences, and meeting of enrolled children's needs. The management and staff structure includes 8 qualified, full time individuals - this meets required adult-to-child ratios and ensures children are fully supported and provided with individualised care.

Public Benefit

The trustees consider that the objects of East the Water Stepping Stones Preschool, as stated above, comply with the Charities and Public Benefit: Summary guidance for Charity Trustees (January 2008).

The trustees unanimously agree that the requirement for due regard to the Public Benefit guidance has been satisfied as government funded places are available to all children

Trustees' Report

Achievements and performance

During the period East the Water Stepping Stones Preschool had many achievements to report on. The main achievements include:

- Pupil places have been high with most sessions being full. Staffing remains consistent and continues to be reviewed to ensure that the setting is managed to EYFS standards. At the end of the period East the Water Stepping Stones Preschool had 10 employees working directly with the children (2 qualified to level 5, 5 staff qualified to level 3, 1 qualified to level 2 and 2 apprentices working towards NVQ level 2).
- We have increased our number for children aged 2 receiving both the working entitlement funding and the disadvantage funding by closing our baby room before the reporting period began and repurposing the room for 2 year olds.
- The overall profile of East the Water Stepping Stones Preschool remains high and provides a high-level service to the community. All policies have been reviewed and updated according to the Pre-School Learning Alliance.
- We continue to maintain and improve the Preschool property to meet the needs of the children with a focus to our indoor provision in the Butterfly room, updating furniture and specific play areas.
- All staff continue to improve their skills with regular courses using the Noodle Now platform

Financial review

- During the year there were net incoming resources of £203,553 (2022: £184,425)
- During the year there were net outgoing payments of £203,657 (2022: £183,300).
- Devon County Council funding received in relation to nursery hours attended totalled £163,646 (2022: £137,345) for the year.
- Fees received during the year decreased from £44,081 in 2022 to £39,906 in 2023.
- During the year wages increased from £152,449 in 2022 to £166,977.

Reserves Policy

To ensure future financial sustainability for East the Water Stepping Stones Preschool, the Trustees have set a target aim to hold £35,000 cash reserves which represent half a term running costs.

Our plans for future periods include the following.

- Trying to do more fundraising activities such as bingo nights, sponsored mini run for the kids and a organised fun day with outside vendors and stalls.
- Re opening the baby room for when the funding from 9 months old comes into place in September 2024 with a possible extension
- Extending our opening hours and weeks we open.
- Research grant funding to replace/partially replace sections of the building.

Declaration

Signed on behalf of the charity trustees (Committee):

Print name: REBECCA OATHAM
Position: Trustee/Treasurer.
Date: 24.4.2025

Stepping Stones Pre-school
End of year Accounts
01/09/2022 – 31/08/2023

Last year 31/08/2022	Receipts		Payments	Last year 31/08/2022
44,081.57	Fees	39,906.99	Wages	166,977.04
137,345.01	Early Years Funding	163,646.17	Admin	2,002.68
770.81	SSP Grant	0.00	Professional Services	1,263.58
2,228.29	Other	0.00	Telephone	2,778.21
			Resources & Refreshments	12,654.44
			Equipment, Fixtures & Fittings	8,572.17
			Utility	5,216.89
			Cleaning supplies	600.00
			Uniform	1,000.00
			Other	2,592.51
184,425.68		203,553.16		203,657.52
	Transfer to CA		Transfer from CA	0.00
	From PC to CA		From PC to CA	
	From PC to PA		From PC to PA	
	From PA TO CA		From PA TO CA	
184,425.68		203,553.16		203,657.52

Reconciliations

Books open 01/09/21	-2,615.04	Books open 01/09/22	-1,490.15
Add Income	184,425.68	Add Income	203,553.16
Less Expenditure	183,300.79	Less Expenditure	203,657.52
Acc.Book closed at 31/08/22	-1,490.15	Acc.Book closed at 31/08/23	-1,594.51
Bank account 31/08/22	2,855.71	Bank account 31/08/23	740.01
Cash in hand 31/08/22	154.14	Cash in hand 31/08/23	165.48
Loan Balance	-4,500.00	Loan Balance	-2,500.00
	-1,490.15		-1,594.51

I have examined the accounts of Stepping Stones Pre-school with the books and vouchers supplied to me and believe them to show a fair and true record of the group's finances as at 31/08/23

Signature:

Name & address of examiner

Date

Signature:

Rodham

Name (Chair of finance)

Date 24.4.2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

East The Water Stepping Stones Pre-School

1022769

Receipts and payments accounts

CC16a

For the period
from

01/09/2022

To

31/08/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	39,907	-	-	39,907	44,082
Early Years Funding	163,646	-	-	163,646	137,345
Other	-	-	-	-	2,999
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	203,553			203,553	184,426
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total					
Total receipts	203,553			203,553	184,426
A3 Payments					
Wages	166,977	-	-	166,977	152,450
Admin	2,003	-	-	2,003	3,178
Professional Services	1,264	-	-	1,264	2,743
Telephone	2,778	-	-	2,778	1,295
Resources & Refreshments	12,654	-	-	12,654	6,316
Equipment, Fixtures & Fittings	8,572	-	-	8,572	6,633
Utility	5,217	-	-	5,217	5,928
Cleaning Supplies	600	-	-	600	586
Uniform	1,000	-	-	1,000	1,472
Other	2,593	-	-	2,593	2,700
	-	-	-	-	-
	-	-	-	-	-
Sub total	203,658			203,658	183,301
A4 Asset and investment purchases, (see table)					
Loan Repayments	2,000	-	-	2,000	2,000
	-	-	-	-	-
Sub total	2,000			2,000	2,000
Total payments	205,658			205,658	185,301
Net of receipts/(payments)	- 2,105			- 2,105	- 875
A5 Transfers between funds					
A6 Cash funds last year end	3,010			3,010	3,885
Cash funds this year end	905			905	3,010

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash in Hand	740	-	-
	Bank Account	165	-	-
	Instant Account	-	-	-
	Total cash funds	905	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Tenants Improvements	Unrestricted	16,571	14,361
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Loan	Unrestricted	4,500	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Section A Independent Examiner's Report

**Report to the trustees/
members of** East The Water Stepping Stoners Pre-School

**On accounts for the year
ended** 31/08/2023 **Charity no
(if any)** 1022769

Set out on pages 1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

**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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:  **Date:** 24/04/25

Name: Kieran Stocker

**Relevant professional
qualification(s) or body
(if any):** Chartered Accountant ICAEW (5031515)

Address: Ground Floor, The Custom House, The Strand, Barnstaple, EX31 1EU

East the Water Stepping Stones Preschool
Charity No1022769

Trustees Review of procedures and practices

Trustees:

Louise McNeil

Rebecca Oatham

Lynette Mcpherson

We the trustees have reviewed our procedures and practices regarding the preparation and submission of the charity's annual reports and have agreed on the following action:

- An emergency AGM meeting will take place on 28th April 2025 to vote in 2 new Trustees
- Louise McNeil will resign as Chairperson due being unable to fully commit to the continued support and responsibilities of the position due to work/family commitments
- Rebecca Oatham will resign as Treasurer due to ongoing mental health illness which impacts the time she can give to the position.
- The manager Kellie Fowler has expressed her wish to become a trustee and is already the nominated person and holds a EY2 with Ofsted. She will be able to manage the daily bookkeeping requirements, ensuring accounts are prepared, audited by the accountant and submitted within the required time frame.
- A recruitment drive among parents to recruit trustees and committee members has provided some interest and new Trustee will be appointed as Chairperson
- Lynette Mcpherson will step down as Secretary and will be nominated as the treasurer.
- Lynette Mcpherson will update the trustee details and contact information on the charity commission on 29th April 2025
- Due to the time the accountant has taken to prepare the previous 2 years accounts the revised board of Trustees will appoint a new accountant more local to the preschool.
- The Accounts for year ending September 2024 will be submitted before the due date.

Signed on behalf of the trustees

Sign *Rebecca Oatham*

Print Name *REBECCA OATHAM*

Date *24.4.2025*