

Redbridge Pre School

Cuckmere Lane, Millbrook, Southampton SO16 9RJ

Charity Number 1022943

Trustee's Annual Report for the Period 1st September 2019 – 31st August 2020

Names of the Charity's Trustee for the above period:

- Ann-Marie Wiseman – Chairperson
- Sophie Woods – Secretary
- Louise Bettany - Treasurer
- Kim Hudson-Collier – member
- Laura Poingdestre – member
- Donna Price – member
- Claire Symonds - member

Name of chief executive or names of senior staff members

Joanna Watson-Gray - Manager

Structure, governance and management

- Governing body – Pre School Learning Alliance Constitution 2011
- Charity is constituted by a Committee of Trustees
- Trustees are appointed or reappointed annually at the Annual General Meeting (AGM)

Additional Information:

- Additional members can join in the year. Induction of new members is immediate. When elected at the AGM all new members have an introduction at the next committee meeting where they are given a copy of the constitution, confidentiality forms, DBS & GDPR information and Pre School policies and committee roles are further explained.
- The minimum number of members is 5 and Maximum 12 with a further 3 co-opted members.
- We follow and adapt all our policies from the Pre School Learning Alliance (PLA). Policies are reviewed annually by all staff and trustees.
- All staff and trustees are DBS Checked and on the DBS update service. Checks are performed every 6 months via the update service and recorded. Yearly Safeguarding form is signed by all staff.
- All trustees give their time voluntary and receive no numeration or other benefit.

Objectives and activities

Redbridge Pre School offer Early Years places to children ages 2years to primary school age. We accept children who receive 2-year and 3-year funding, 30-hour funding as well as non-funded children.

Summary of main activities:

- We allowed more 2-year olds into preschool this year to get more children into education quicker.
- All staff had 2-year-old training

- Tapestry Analysis for groups of children, eg summer born, EYPP, 2 year funded, boys & girls. Children were found to make steady progress from their baseline assessments. Strategies involved working closely alongside parents to help boost children’s learning and development.
- A local Owl company visited, which helped us extend the children’s learning experiences
- Longdown Dairy Farm brought along various animals, which helped us extend the children’s learning experiences for a Christmas theme which the children and parents really enjoyed.
- We held a Christmas dinner party complete with crackers and turkey to enrich the children’s experiences.
- The children learnt and took part in the Wriggley Nativity which they performed to their parents. This helped to develop the children’s confidence and speech sounds.
- Continued the HEYA award to help boost children’s understanding of healthy practices.
- Purchased new equipment
- Unfortunately, due to COVID most planned activities for the Spring and Summer terms were cancelled. The preschool stayed open for the most vulnerable children.

Summary of the main achievements of the charity during the year:

- Continued Staff Training & CPD’s
- Continued to open for extended hours, offering Breakfast club, Afterschool Club & Holiday Club

Financial Review

- Reserves are kept in a separate account to the normal daily Current account. This has enough money in to cover in the case of redundancies. Money is regularly transferred to keep the amount needed correct and not to be used for other purposes. We have a Reserves Policy in place.
- Most income is received from Nursery Education Funding from the local authority. At times we have additional funding to support children with SEN needs.
- We received additional money from the Local Authority for children entitled to Early Years Pupil Premium (EYPP). This money is spent on equipment, activities, training etc to enhance their learning.
- Yearly Budgets set and checked regularly.
- No financial concerns to report.
- We used the furlough scheme during April – July which meant we did not loose on the loss of parental fees whilst closed for covid-19.
- Pay rises were suspended until September 2020.

Declaration

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

Signed on behalf of the charity’s trustees

Signature _____

Full Name _____

Position _____

Date _____

REDBRIDGE PRE SCHOOL
1022943
PROFIT & LOSS
YEAR END 1st SEPTEMBER 2019 TO 31st AUGUST 2020

INCOME

	19/20		18/19		VARIANCE
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total funds</u>	<u>Last Year</u>	
	<u>funds</u>	<u>Funds</u>			
	£	£	£	£	
FUNDING	134,112		134,112	115,016	19,096
FEES	5,578		5,578	11,785	6,207
BREAKFAST CLUB	777		777	313	464
HOLIDAY CLUB	84		84	163	-79
DEPOSITS		80	80	180	-100
EYPP	2,068		2,068	1,862	206
FUNDRAISING		100	100	3,134	-3,034
DONATIONS		16	16	86	-70
UNIFORM	356		356	401	-45
BANK INTEREST			0	0	0
LUNCH CLUB	3,514		3,514	4,513	-1,000
INCLUSION GRANTS (SEN)	9,024		9,024	19,768	-10,744
OTHER	1,294		1,294	1,658	-364
	156,807	196	157,003	158,878	-1,876

EXPENSES

WAGES	112,766		112,766	106,429	-6,337
TAX & NI	11,626		11,626	10,457	-1,169
NEST Pension scheme	4,424		4,424	3,273	-1,151
RENT	7,350		7,350	9,750	2,400
CONSUMABLES	110		110	180	70
EQUIPMENT	1,688		1,688	2,541	853
UNIFORM	522		522	541	19
MATERIAL	548		548	966	418
INSURANCE	1,022		1,022	1,017	-5
TRAINING	1,128		1,128	799	-329
PROFESSIONAL FEES	1,769		1,769	1,450	-319
FUNDRAISING COSTS		1,986	1,986	355	-1,631
SNACK	577		577	772	195
POSTAGE & STATIONARY	1,272		1,272	1,927	655
CLEANING MATERIAL	100		100	183	83
TEAM BUILDING COSTS	439		439	590	151
OTHER	1,297		1,297	1,777	480
SEN	297		297	301	4
MEDICAL EQUIPMENT	161		161	60	-101
COMMITTEE EXPENSES	49		49	52	3
EYPP	1,419		1,419	1,878	459
Provision for Redundancy account	950		950	6,928	5,978
	149,515	1,986	151,501	152,223	726

NET RECEIPTS

	7,291	-1,790	5,502	6,655	-1,153
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CASH FUNDS

	Unrestricted Funds	Restricted Funds	TOTAL
BANK BALANCE AT 31/8/19			43602.57
PROFIT / LOSS 19/20			5501.55
BALANCE C/F 20-21	50893.86	-1,790	49104.12

OTHER MONETARY ASSETS

	Unrestricted Funds	Restricted Funds	TOTAL
Balance of reserves account 31/8/19		57085.13	57085.13
Transfers in		4834.14	4834.14
Interest in		93.42	93.42
Balance of reserves account 31/8/20			<u>62012.69</u>

	Unrestricted Funds	Restricted Funds	TOTAL
Petty Cash in hand 31/8/19	19.04		19.04
Payments in	450		450
Payment out	301.96		301.96
Petty Cash in hand 31/8/20			<u>167.08</u>
TOTAL BALANCE C/F 20-21			<u><u>111283.89</u></u>

ASSETS FOR CHARITY USE ONLY

FIXTURE & FITTINGS	Unrestricted
COMPUTER	Unrestricted
LAPTOP	Unrestricted
EQUIPMENT	BOTH
COMPUTER	Restricted
LAPTOP	Restricted

LIABILITIES

Outstanding Fees 16/17	58
Outstanding Fees 18/19	76.96
Outstanding Fees 19/20	69
	<u>203.96</u>

NONE

Chair Committee

Full Name

Date

Ann-Marie Wiseman
Ann-Marie Wiseman (Dec 2, 2020 17:14 GMT)

Ann-Marie Wiseman

02/12/2020



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name: Redbridge Pre School.

On accounts for the year ended

31st AUGUST 2020

Charity no (if any)

1022943

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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 (other than that disclosed below *) 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.

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

Signed: Jonathan Thew

Date: 25/11/20

Name: JONATHAN THEW

Relevant professional qualification(s) or body (if any):

RETIRED (FORMER FCCA)

Address: 13 MERBURY CLOSE, LORDSWILL, SOUTHAMPTON, SO16 8BH