

**Redbridge Pre School**

**Cuckmere Lane, Millbrook, Southampton SO16 9RJ**

**Charity Number 1022943**

**Trustee's Annual Report for the Period 1st September 2022 – 31st August 2023**

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

- Ann-Marie Wiseman – Chairperson
- Sally Severn – Secretary
- Shannon Rowlands – Treasurer
- Ebony Streak – member
- Kim Hudson-Collier – member
- Sarah Herman – 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:**

- A local Owl company visited, which helped us extend the children's learning experiences.
- The farm animals visited for a Christmas theme again.
- We held a Christmas dinner party complete with crackers and turkey to enrich the children's experiences.
- Fundraising paid for children and their families to attend the local theme park (Paulton's Park) and to help pay towards transport for families who don't drive.
- 3 New members of staff joined our team. 1 Practioner, 1 Play Worker and 1 Finance and Administration.

- Hired a party entertainer for the children end of school year parties along with 2 Paw Patrol mascots and slush puppy machine. The leavers where all bought a small leaving gift.

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

- Continued Staff Training including an AAT Apprenticeship, & CPD's
- Continued to open for extended hours, offering Breakfast club & Afterschool 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 or DAF 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 had more funded children, more children were entitled to EYPP (Early Years Pupil Premium)
- Higher wages due to staff recruitment.
- Higher Rental Charges.

#### Declaration

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

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

Signature Amursemam  
Full Name ANN-MARIE WISEMAN  
Position CHAIR PERSON  
Date 8/5/2024

**REDBRIDGE PRE SCHOOL**  
**1022943**  
**PROFIT & LOSS**  
**YEAR END 1st SEPTEMBER 2022 TO 31ST AUGUST 2023**

<b>INCOME</b>	<u>Unrestricted funds</u>	<u>22/23 Restricted Funds</u>	<u>Total funds</u>	<u>21/22 Last Year</u>	<u>Variance</u>
	£	£	£	£	
<b>Government Income</b>					
FUNDING	£128,698		£128,698	£117,867	£10,830
EYPP	£4,155		£4,155	£3,377	£778
INCLUSION GRANTS (SEN)	£3,936		£3,936	£5,472	-
DAF	£800		£800	£0	£800
<b>Parental Income</b>					£0
FEEES	£21,386		£21,386	£22,707	-
DEPOSITS	£60		£60	£41	£19
UNIFORM	£672		£672	£424	£248
<b>Other Income</b>					£0
FUNDRAISING		£1,131	£1,131	£1,356	-£225
DONATIONS	£83		£83	£29	£54
BANK INTEREST	£0		£0	£0	£0
TRIP	£2,571		£2,571	£2,207	£364
OTHER	£1,352		£1,352	£310	£1,041
	£163,712	£1,131	£164,843	£153,791	£11,052
<b>EXPENSES</b>					
<b>Staffing</b>					
WAGES	£123,984		£123,984	£108,830	-£15,154
TAX & NI	£9,712		£9,712	£10,699	£987
NEST Pension scheme	£5,133		£5,133	£4,385	-£748
TEAM BUILDING COSTS	£453		£453	£654	£201
<b>Premises</b>					
RENT	£10,141		£10,141	£9,700	-£441
INSURANCE	£1,033		£1,033	£1,003	-£30
<b>Other Overheads</b>					
CONSUMABLES	£203		£203	£195	-£8
EQUIPMENT	£525		£525	£3,601	£3,076
UNIFORM	£1,355		£1,355	£691	-£664
RESOURCES	£733		£733	£1,155	£422
TRAINING	£1,347		£1,347	£213	-
					£1,134
PROFESSIONAL FEES	£256		£256	£105	-£151
SUBSCRIPTIONS	£1,376		£1,376	£953	-£423
BANK CHARGES	£74		£74	£54	-£20
FUNDRAISING COSTS		£332	£332	£3,047	£2,715
GRANT		£0	£0	£0	£0
SNACK	£722		£722	£735	£13

SUNDRIES	£17		£17		-£17
PHONE	£11		£11		-£11
POSTAGE & STATIONARY	£1,132		£1,132	£1,367	£235
TRIP	£2,677		£2,677		-
					£2,677
CLEANING MATERIAL	£274		£274	£129	-£145
OTHER	£1,727		£1,727	£822	-£905
SEN	£0		£0	£27	£27
MEDICAL & PPE	£413		£413	£1,064	£651
COMMITTEE EXPENSES	£4		£4	£76	£72
EYPP	£1,967		£1,967	£3,876	£1,909
Provision for Petty Cash account	£150		£150		-£150
Provision for Redundancy account	£1,140		£1,140	£6,656	£5,516
	<b>£166,559</b>	<b>£332</b>	<b>£166,890</b>	<b>£160,037</b>	<b>£6,853</b>
<b>NET RECEIPTS</b>	<b>-£2,847</b>	<b>£799</b>	<b>-£2,047</b>	<b>-£6,246</b>	<b>£4,198</b>

CASH FUNDS	Unrestrict ed Funds	Restrict ed Funds	TOTAL
BANK BALANCE AT 31.8.22			38243.93
PROFIT / LOSS 22-23	-£2,847	£799	-2047.08
BALANCE C/F 23-24	35397.40	799	36196.85

OTHER MONETARY ASSETS	Restricted	TOTAL
Balance of reserves account 31/8/23	£90218.34	£90218.34
Petty Cash in hand 31/8/23	£49.76	£49.76

**TOTAL BALANCE C/F 23-24** **£126464.85**

**ASSETS FOR CHARITY USE  
ONLY**

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

**LIABILITIES**

22-23	£234
21-22	£37
20/21	£126.25
19/20	£69
18/19	£76.96
17/18	£0
16/17	£58

Chair Committee  
Full Name  
Date



Section A Independent Examiner's Report

Report to the trustees/ members of Redbridge Preschool

On accounts for the year ended 22/23 Charity no (if any) 1022943

Set out on pages 1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 00/00/0000.

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: [Signature] Date: 05/04/2024

Name: Hannah J Wagborne

Relevant professional qualification(s) or body (if any): Financial administrator at Stroud Prep School - Working towards AAT Level2

Address: 3 Lordsood Close Southampton SO16 6SB